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SEVENTH UNITED NATIONS CONFERENCE
ON THE STANDARDIZATION OF
GEOGRAPHICAL NAMES
New York, 13-22 January 1998
Item 4 of the provisional agenda*

REPORTS BY DIVISIONS AND GOVERNMENTS ON THE SITUATION IN THEIR REGIONS AND COUNTRIES AND ON THE PROGRESS MADE IN THE STANDARDIZATION OF GEOGRAPHICAL NAMES SINCE THE SIXTH CONFERENCE

Report of Hungary on the standardization of geographical names, 1992-1997

Paper submitted by Hungary**

* E/CONF.91/1.

** Prepared by the Department of Lands and Mapping of the Ministry of Agriculture.

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The Committee on Geographical Names continues to act as an interdepartmental decision-making and advisory body operating in the Ministry of Agriculture. It advises on names of administrative nature, and decides the names of physical features and those connected with transport in general. Contrary to the trend of earlier decades when settlements were forcibly unified, splitups of unified communities kept busy the Committee in the last ten years.
The new act on surveying and mapping in Hungary reinforced the activity of the Committee as well.
Activities of the body also included decisions on a number of minor hydrographic names, and some cases of advice on minority names. A new comprehensive Hungarian orthographic guidelines for geographical names has also been worked out.
The toponymic guidelines /Hungary/ for map and other editors has been prepared as a working document for the 17th Session of UNGEGN (1994).
Work is continuing on the computerized database to include eventually all verified names contained by the 1:10,000 topographic series.
Exonyms have also often featured on the agenda of the Committee. There seemed to be a general agreement that Hungarian names in neighbouring countries with a large share of local Hungarian minority population should be retained, despite being classified as exonyms by UN definition. Some views would like to include much more names in this group. It was agreed that the opinion of the respective Hungarian minorities should be included in any decisions.
The list of country names is updated whenever needed based on relevant UN materials.

Ad Agenda Item 5. (National Standardization)

Resolution No. 4 of the 1st UN Conference on the Standardization of Geographical Names serves as basis for the organizational and practical matters of national standardization in Hungary.

Under Gov. Decree No. 71/1989 the Committee on Geographical Names acts as an interministerial decision-making and advisory body operating in the Ministry of Agriculture (Address: Committee on Geographical Names, Ministry of Agriculture, Budapest 55, P.O. Box 1, H-1860 Hungary). It discussed several suggestions for new commune names in this period, as the Committee is responsible for giving advice on administrative names before decisions are taken. In fact it has the same responsibilities in this respect as had had the former Hungarian Commission on Place Names following its establishment in 1898. This former body, operating until 1954, already acted under the principles of avoiding homonyms, and correcting obsolete spelling according to the current orthography.

Decision has also been made on some orthographical questions of commune names pertaining to diacritical marks, on various hydrographic names (e.g. on the large reservoir on the River Tisza at Kisköre, which is now called 'Tisza-tó') and on several new railway stations.

The updated guidelines for the orthography of geographical names for speakers of the Hungarian language has been prepared for publication.

On the new Act on Surveying and Mapping

A new law on surveying and mapping (Act No. LXXVI/1996) is effective of 1 March, 1997. It is the first time that a highest level regulation contains statements on geographical names as follows:

- the establishment and recording of official geographical names, as well as supplying data from the records constitutes a fundamental task of the State,

- the above mentioned task is carried out by operating the Committee on Geographical Names,

- official geographical names established under separate regulations should be used in the basic official (state) mapping,

Procedures and principles

The Committee devoted an entire meeting to the question of the procedures for the approval of official geographical names. A number of new elements have been discussed in addition to the present regulations, including the rendering of minority geographical names, names of the inhabited parts of towns and cities. In this respect it was agreed that a close cooperation is needed between authorities responsible for mapping, statistics, and population records, as all three branches are interested in keeping records for these types of names.

Treatment of Names in Multilingual Areas

Minorities represent some 6 % of the population of the country. Of them 4-5 % belong to the Roma (gipsy) group, while the rest are mainly Germans, Slovaks and Romanians.
The Committee also gives advice on nationality town and settlement names on request. One example was the case of the settlement of Murakeresztúr, whose Croatian name was requested to be changed from the previous Murski Krstur. The name 'Kerestur', based on the present use and traditions of the local Croatian inhabitants, was supported by the Committee.
Topographic and other large scale maps contain minority language geographical names written in the Hungarian alphabet.
The 1993 Act on the national and ethnic minorities allows for broader rights concerning the preservation of their culture, traditions and use of language. The act spurred activities to transform these minority names into the respective orthographies.

Toponymic Guidelines:

The 2nd edition of the Toponymic Guidelines for Hungary was presented to the participants of the 12th Session of the Division (Sept. 1993), as well as to the 17th Session of UNGEGN (June, 1994, New York). It informs on the languages used in Hungary, the names authorities and name standardization, the source materials, contains the glossary of generic terms, designations and attributes of geographical character, as well as the abbreviations used on official Hungarian maps.

Ad Agenda Item 6. (Toponymic data files)

The Database of Geographical Names (FNT) of the Institute of Surveying, Mapping and Remote Sensing (FÖMI) contains some 78,500 records of the previously prepared Gazetteers I. and II. of Hungary (see below). The database is being expanded to include names of the 1:10,000 topographic series of Hungary. Presently this part of the database holds about 20,000

records. This work is expected to go on for about another 10 years as names are undergoing a time-comsuming verifying procedure. The database is also planned to be transformed into a relational database to enable it for information connection with the future 1:10,000 digital national topographic series.

The Gazetteer of Hungary I. (Magyarország Földrajzinév-tára I., Budapest, 1983), contains the major physical features of the country. The Gazetteer of Hungary II. (19 volumes published in 1979-1981) includes names of all settlements, including many of the smallest ones (farmsteads), a great number of traditional names of small territorial units of cultivated fields ("dűlő"), as well as physical features. The latest printed national gazetteer containing all types of administrative names was published by the Central Satistical Office of Hungary at the end of 1995. (A Magyar Köztársaság Helységnévtára, Központi Statisztikai Hivatal, Budapest, 1995.)

Ad Agenda Item 10. (Exonyms)

The Committee also dealt with the question of exonyms of inhabited places in countries neighbouring Hungary. It was stated that according to the present regulations there are no means, and at the same time, there is no need to make compulsory decisions on exonyms. The discussion revealed the existence of different types of exonyms with almost forgotten historical exonyms on the one side, and pseudo exonyms, in fact endonyms, that are used by the present Hungarian population, on the other side. According to one opinion all place names have to be recommended for map use that are included in the 1913 place name gazetteer of historical Hungary. Another opinion suggested to recommend only place names that are used by the present Hungarian population together with those having a traditional background still alive. Without making any decision it was agreed that any recommendation has to be based on opinions of the respective Hungarian minorities.

Ad Agenda Item 12. (Writing systems)

A decision was made in this period on the map use of the Pinyin for the transcription of Chinese geographical names. As a consequence, more and more maps and atlases in Hungary now use this system, in some cases together with the traditional Hungarian transcription.
Transcription of geographical names of several newly independent states of the former Soviet Union continue to pose difficulties due to the shortage of information. Some countries suggest direct romanization from their scripts, but a few of them still follow the method of transcribing through the use of Cyrillic alphabet.

Ad Agenda Item 16. (Country Names)

The Committee regularly updates its list of country names, containing both short and long forms, suggested for use in Hungary. Base materials for its decisions include the UN Terminology Bulletin No. 347 (Country Names), and relevant materials of UNGEGN like the really valuable Working Paper No 98. of its 18th Session, Geneva, August, 1996.

prepared by

Ervin Földi and
Béla Pokoly

Budapest, October 1997

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REPORTS BY DIVISIONS AND GOVERNMENTS ON THE SITUATION IN THEIR REGIONS AND COUNTRIES AND ON THE PROGRESS MADE IN THE STANDARDIZATION OF GEOGRAPHICAL NAMES SINCE THE SIXTH CONFERENCE

Report of Sweden

Paper submitted by Sweden**

* E/CONF.91/1.

** Prepared by Mr. Hans Ringstam, Landskaps - och Fastighetsdata, Lantmäteriverket, Gävle.

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National standardization and names authorities

As a result of a White Paper the four institutes of place-name research in Sweden were reorganized in 1993. They are now a part of a new authority called the *Institute for Language and Folklore Research* (Sw. *Språk- och folkminnesinstitutet, SOFI*), which has its central office in Uppsala.

In order to meet the need for an advisory service as regards the care, preservation and spelling of place-names a position as place-name consultant was established in 1996 at SOFI in Uppsala.

As of the 1st of January 1996, the *National Land Survey of Sweden* (*NLS*; Sw. *Lantmäteriverket*) merged with the *Central Board for Real Estate Data* to form a new government authority. Since 1974, the geographical names authority has been the responsibility of the NLS. The function as place-names authority is exercised by the *Geographical Information Division* (Sw. *Enheten för landskapsinformation*). This division has the responsibility for the standardization of place-names at the NLS and for the contents of the place-name data base. The division also administers the *Place-Names Advisory Board*.

Registers, gazetteers and toponymic data files

In September 1995, the computerization of the new Swedish real estate register was completed. More than 3,2 million real properties are stored in this register, each with its unique designation. Such a designation always consists of the name of the municipality and the name of the area where the unit is situated (village, farm, urban district or block). The register contains 101 000 area names (other than block names), all of them linguistically examined and adopted before being stored in the base. As most of the names in the real estate register are the names of villages and farms, most of the settlement names in Sweden are stored in the register.

The place-names data base of the NLS contains up to now all 410 000 place-names shown on the Topographic Map, that is the Green Map Series 1:50 000 and the mountain version in 1:100 000. This year a project has started to develope the register. The purpose is to store also the remaining names of the official maps of Sweden and to make the register technically more up to date. When this work is finished the data base will contain approximately 1 million place-names in their standardized form. The data base serves as a reference source for the official maps and for other purposes.

The Swedish Institute for Language and Folklore Research has started a project in order to computerize the collections at its four institutes of place-name research. The information on each of about eight million register cards will be scanned and indexed. The data base will contain a picture of each card and a registration connected to it. When the project is completed by the end of the century the aim is to make the computerized information available on Internet. The name of the project is the *Swedish Place-Name Data Base* (Sw. *Svensk ortnamnsdatabas, SODA*).

A *Dictionary of Swedish Place-Names* (Sw.*Svenskt ortnamnslexikon, SOL*) is in preparation. It is intended to be a concise one-volume dictionary for the general reader with an interest in place-names, containing short articles on 6 000 - 7 000 place-names in Sweden, including Sami and Finnish. The dictionary is edited at the Institute of Place-Name Research in Uppsala and the work is carried out in cooperation between Uppsala University and the Institute for Language and Folklore Research.

Names in multilingual areas

In 1996, approximately 4 700 Sami place-names in the Swedish Lule-Sami area were examined and written in the Lule-Sami orthography. These names is printed in the map 1:250 000, which was revised in 1996 and 1997. The Institute of Place-Name Research in Umeå in cooperation with that in Uppsala, Umeå University , the NLS and representatives for the Sami has started a project in 1997 to collect Sami place-names and to present more of the Sami place-names in their standardized orthography in the maps. The standardized Lule-Sami orthography is not yet introduced in the official maps. However, this orthography will be introduced in the next issue of the mountain version of the Topographic Map.

List of country names

The Ministry for Foreign Affairs in cooperation with the the Swedish Language Council has recently (1996) compiled a new version of a list of country namnes in Swedish. The list also shows the nationality nouns and the nationality adjectives. The main purpose of the list is to be an internal guideline.

Toponymic education and practice

Within the National Land Survey there are in-house training programmes to meet the need from its staff. The participants are partly cartographic field staff, both those involved in editing the text on the national map series and those busy with cartographic data bases. Toponymic courses are also held for staff occupied by real estate formation and registration.

With the aim of improving the local awareness and knowledge of place-names a project called the *Place-Name Line* (Sw. *Ortnamnslinjen*) has been started by the Place-Names Advisory Board. It is planned to begin with a pilot study in 1998, and modern technology (help desk, science line) plays an important role together with the national place-name expertise, when it comes to information and education.

One of the most central tasks for the local bodies responsible for place-name matters is the new addressing system. The National Land Survey and the Institute for Language and Folklore Research are supporting the local authorities by giving lectures at conferences dealing with these issues.

Meetings, Conferences and Publications

In 1992 the NLS published the first issue of a series dealing with geographical names and the preservation of names (Sw. *Ortnamn och namnvård*). Up to now four issues are published, nr 1, *Place-names, real estate formation and real estate registration* (Sw. *Ortnamn, fastighetsbildning och fastighetsregistrering*), nr 2, *Recording geographical names* (Sw. *Att uppteckna ortnamn*), nr 3, *Sami geographical names on mountain maps* (Sw. *Samiska ortnamn på fjällkartorna*) and nr 4, *The property designation reform* (Sw. *Fastighetsbeteckningsreformen*).

In May 1993 a conference on the need for a place-names act called the *Culture of place-names* (Sw. *Ortnamnskultur*) was held in Stockholm, arranged by the Central Office of National Antiquities. All the Nordic countries were invited. The papers from the conference are published in a report called *Place-names worthy of care and preservation* (Sw. *Ortnamn värda att vårda*). In April 1994 there was another meeting at the Institute of Place-Name Research in Uppsala on the same theme. The report from this one-day symposium is titled *Is there a need for a place-name act?* (Sw. *Behövs en ortnamnslag?*)

In close connection to these conferences was that a governmental committee was appointed in 1994 to work on, among other issues, the question of a Swedish act on the preservation of inherited place-names in official use. Two years later a report was published with the title *The preservation and protection of the cultural environment* (Sw. *Skyddet av kulturmiljön*). The committee suggests that a consideration provision regarding place-names should be included in the *Act concerning Ancient Monuments and Finds* (Sw. *Kulturminneslagen*). Such a provision should give priority to established names but it should also demand respect for correct linguistic forms, including those which apply to the minority languages Finnish and Sami. It is recommended that names which have been approved for use on public maps shall be used in the approved form. A parliamentary resolution on the proposals of the committee is expected in 1988.

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NATIONAL STANDARDIZATION: TOPONYMIC GUIDELINES FOR MAP AND OTHER EDITORS

Toponymic guidelines for cartography: Sweden

Paper submitted by Sweden**

* E/CONF.91/1.

** Prepared by Mr. Hans Ringstam, Landskaps - och Fastighetsdata, Lantmäteriverket, Gävle.

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NATIONAL STANDARDIZATION

Toponymic Guidelines for Cartography - Sweden

1. LANGUAGES

Sweden is a unilingual country, in the sense that Swedish is the only nation-wide language. The minority languages Finnish and Sami play an important role in the northern parts of Sweden, where geographical names of all three languages occur in the maps.

National language

The national language is Swedish, a Germanic language, which is written in the Roman alphabet.

The alphabet

Aa	Hh	Oo	Vv
Bb	Ii	Pp	Ww
Cc	Jj	Qq	Xx
Dd	Kk	Rr	Yy
Ee	Ll	Ss	Zz
Ff	Mm	Tt	Åå
Gg	Nn	Uu	Ää
			Öö

The letters *q*, *Q*, *w*, *W* and *z*, *Z* are used in loan-words and archaic spelling (e. g. family names) only. In alphabetical indexes *w* is treated like *v*.

The letters *ä*, *Ä* and *ö*, *Ö* are always kept apart from *a*, *A* and *o*, *O* in alphabetical indexes etc.

Spelling rules for Swedish geographical names

There are no explicit official rules for the spelling of Swedish geographical names. For a period of sixty years (until 1987) there was, however, a Royal Ordinance on the spelling of place-names in official documents. This decree stipulated that the spelling of place-names in the real property registers and other official documents and publications should comply with the principles of the glossary published by the Swedish Academy (Svenska Akademiens ordlista). These principles had to be deduced from the use of the glossary itself, since they were not written down. Although the decree is not in force any more the principles are still valid.

Some general rules concerning capitalization might be pointed out. One-word names are always capitalized. In geographical names consisting of more than one word only the first word is capitalized, unless one of the following words is a name itself.

Examples: Förenta staterna (United States [of America])
Svarta havet (Black Sea)
but: Bortre Indien (Further India)
Mindre Asien (Asia Minor)

Pronunciation of Swedish geographical names and appellatives in Swedish maps

It is not possible to give a simple pronunciation key covering all cases possible in Swedish maps. In the table below an attempt is made to show the main features of the correspondence between spelling and standard pronunciation. It does not include the pronunciation of foreign names/words. The letters *w* and *z* have the values */v/* and */s/*, respectively, but mostly occur in loan-words and rarely in Swedish maps.

A few cases of variation must be observed. In the table only the pronunciation *[r]* has been given for the letter *r*. It is, however, pronounced otherwise in various parts of Sweden. Southern Swedish /R/, for instance, has

the status of standard pronunciation, as well. This is also true for the consonant clusters *rd*, *rl*, *rn*, *rs* and *rt*, that may be pronounced in many various ways and therefore are not accounted for in the table. Furthermore the sound /ʃ/, corresponding to many different spellings, is often replaced by /ʂ/, which is also considered to be standard pronunciation.

Pronunciation key

(Examples given are place-names and appellatives on Swedish maps)

Spelling	*Pronunciation (IPA)*	*Spelling*	*Pronunciation (IPA)*
a	/*a*/ Falun; /a / Malmö	nn	/*n:*/ Brunna
aj	/*ai*/ Hajdeby	o	/*u*/ Boliden; /ɔ/ Bollnäs;
au	/*au*/ Lau		/*o*/ Borlänge
b	/*b*/ Boden	p	/*p*/ Partille
bb	/*b:*/ Nöbbele	pp	/*p:*/ Uppåkra
c	/*s*/ central	r	/*r*/ Rödön
ch	/ʃ/ Charlottenberg	rr	/*r:*/ Mörrum
ck	/*k*/ Stocksund	s	/*s*/ Sverige
d	/*d*/ Boden	ss	/*s:*/ Nissan
dd	/*d:*/ Väddö	si	/*si*/ Sibo; /ʃ/ pensionärshem
dj	/*j*/ Djursholm	sj	/ʃ/ sjö
e	/*e*/ Ekeby; /ɛ/ Helsingborg	sk	/*sk*/ Skara; /ʃ/ Skepptuna
ej	/*ei*/ Hejde	skj	/ʃ/ skjutbana
f	/*f*/ Fagersta	ssj	/ʃ/ Nässjö
ff	/*f:*/ Offerberg	sti	/ʃ/ Kristianstad
g	/*g*/ Gotland; /j/ Gimo; /*k*/ Klagstorp	stj	/ʃ/ Stjärnsund
gg	/*g:*/ Luggavi	t	/*t*/ Trosa
gn	/ŋn/ Lygnern	ti	/*ti*/ Tiveden; /ʃ/ station
h	/*h*/ Hanebo; /-/ Stockholm	tj	/ç / Lilltjära
hj	/*j*/ Hjälmaren	tt	/*t:*/ slott
i	/ɪ / Iggesund; /*i*/ Visby	u	/*ʉ*/ Luleå; /*θ*/Uppsala
j	/*j*/ Jönköping	v	/*v*/ Vättern; /*f*/ Havstenssund
k	/*k*/ Karlstad; /ç / Kilafors	x	/*ks*/ Vaxholm
l	/*l*/ Lidingö	xj	/*kʃ*/ Växjö
lj	/*j*/ Ljugarn	y	/*y*/ Ystad; /Y/ Ytterhogdal
ll	/*l:*/ Sundsvall	å	/*o*/ Åre; /ɔ/ Ångermanland
m	/*m*/ Märsta	ä	/ɛ/ Älvsbyn;
mm	/*m:*/ Hammarby		/æ/ Tärna
n	/*n*/ Nybro	ö	/ø/ Öland;
ng	/ŋ/ Ånge		/ø^{T} / öster;
nk	/ŋk/ Brink		/œ/ Örebro

Linguistic substrata

A Finnish substratum is reflected in many place-names in the woodlands of central Sweden owing to the language once spoken by Finnish immigrants in the sixteenth and seventeenth centuries. Substrata of all three languages (Finnish, Sami and Swedish) can still be traced in place-names in the large language contact area in northern Sweden.

Swedish dialects

Various dialects are spoken all over the country, more or less. Traditionally, Sweden is divided into five larger groups of dialects: Southern Swedish, Götaland dialects, Svealand dialects, Gotland dialects and Norrland dialects. There are, however, some dialects that differ more definitely from one another and from standard Swedish. This is true, most of all, of the dialects of, respectively, upper Norrland, Jämtland, Dalarna, Gotland and Skåne.

Dialects and standard Swedish reflected in geographical names

The geographical names reflect the various dialects, more in some, less in other regions of the country. This is, for instance, shown by distribution of the dialect word *ryd*, clearing. In place-names it occurs as *-red, -rud, -röd* as well as *-ryd*, in accordance with the local form of the element. However, pure dialectal spelling is rather rare, standard Swedish being the normal variant in most names.

Minority languages

Finnish

Finnish is a Finno-Ugrian language using the Roman alphabet. It is spoken by about 40,000 native people in the northernmost parts of Sweden, in the area close to the Finnish border, from the Bothnian coast northwards. Moreover, Finnish is by far the greatest of the many "modern" immigrant languages in Sweden, being spoken by some 300,000 people in various parts of the country. In spite of these numbers, Finnish is not an official school language. However, the Finns of northern Sweden have a right to have church service in Finnish once a month.

Geographical names. In the Finnish-speaking areas of northern Sweden, Finnish names occur – with Finnish orthography – on official boards and road signs, as well as in the official Swedish maps. In the formerly Finnish-speaking areas of middle Sweden many Finnish place-names remain. These names have been adapted to Swedish spelling.

The Finnish alphabet

Aa	Hh	Nn	Uu
Bb	Ii	Oo	Vv
Dd	Jj	Pp	Yy
Ee	Kk	Rr	Ää
Ff	Ll	Ss	Öö
Gg	Mm	Tt	

Sami

Sami is a Finno-Ugrian language using the Roman alphabet. It is spoken by about 16,000 native people in an area that includes Lapland and parts of Ångermanland, Jämtland and Härjedalen. In fact, Sami is not one but several languages; in Sweden alone it is represented by at least three different branches: North Sami, Lule Sami and South Sami.

Sami is used parallel with Swedish in the so-called Sami school and is taught throughout the basic school in the Sami districts. Church service is performed in Sami by a specially appointed Sami vicar, who visits the various Sami communities.

Geographical names. In the Sami-speaking areas of Sweden Sami names occur on official signs as well as in the official maps. The spelling of Sami place-names in the maps is a problem frequently discussed. A modified Lule Sami orthography, adjusted to the Swedish alphabet, has been used so far. However, at the Tenth Nordic Sami Conference, held at Arjeplog 1978, the Sami of Finland, Norway and Sweden agreed upon a common North Sami orthography to be applied in North Sami regions. The National Land Survey of Sweden, responsible for the official maps, has decided to use this orthography for the maps produced from 1981 onwards as regards the regions concerned. Later a new Lule Sami orthography has been taken into use, as well. Lule Sami is spoken south of North Sami in the mountain area of the province of Lapland.

The (new) North Sami alphabet

A a	E e	L l	S s
Á á	F f	M m	Š š
B b	G g	N n	T t
C c	H h	Ŋ ŋ	Ŧ ŧ
Č č	I i	O o	U u
D d	J j	P p	V v
Đ đ	K k	R r	Z z
			Ž ž

The (new) Lule Sami alphabet

A a	G g	M m	S s
Á á	H h	N n	T t
B b	I i	Ñ ñ	U u
D d	J j	O o	V v
E e	K k	P p	Å å
F f	L l	R r	Ä ä

The spelling of Sami place-names in today´s Swedish maps follow the alphabets mentioned above.

2. NAMES AUTHORITIES AND NAMES STANDARDIZATION

Several Swedish authorities have the competence to standardize various categories of geographical names. So called administrative names, i.e. names of counties and municipalities, are standardized by the *Swedish Government*. Names of parishes are standardized by the *National Judicial Board for Public Lands and Funds* (Sw. Kammarkollegiet). The local governments are responsible for names of town- and city-quarters, streets, roads, squares, parks etc.

Names of railway stations and post offices are standardized by the administration concerned: the *Swedish National Rail Administration* (Sw. Banverket) and *Sweden Post* (Sw. Posten AB). These authorities discuss their proposals with, among others, the municipality concerned.

The majority of geographical names are standardized by the *National Land Survey of Sweden* (Sw. Lantmäteriverket). This goes for all names in the real property register, for names of (statistically defined) densely populated areas and for all the names of natural features.

Before standardizing a geographical name the National Land Survey inquires about the spelling at the four institutes of place-name research belonging to the *Institute for Language and Folklore Research* (Sw. Språk- och folkminnesinstitutet), especially the institute in Uppsala.

3. SOURCE MATERIAL

Maps

The national map series are produced at scales between 1:10 000 and 1: 2 000 000. Four of the scales have been included in a map sales profile programme in which the scales are supplemented by a colour code to make them easier to recognize for non-professional users.

1. *The Yellow Map Series* (Sw. Gula kartan) at a scale of 1:20 000
2. *The Green Map Series* (Sw. Gröna kartan) at a scale of 1:50 000
3. *The Blue Map Series* (Sw. Blå kartan) at a scale of 1:100 000
4. *The Red Map Series* (Sw. Röda kartan) at a scale of 1:250 000

The Land-Use (Economic) Map of Sweden at 1:10 000 is no longer printed. It is replaced by the Yellow Map Series which up to now covers eight counties. For the mountain areas of Sweden the 1:50 000 map has been specially designed to include information about trails and shelters. The mountain version (Sw. Fjällkartan) of the Green Map Series is at the scale of 1:100 000 and consists of 24 sheets.

The small-scale maps include:
5. *Sweden at 1:1 million* (Sw. Sverige) with a reduction to 1:1,2 million
6. *Northern Europe at 1:2 million* (Sw. Nordeuropa)
7. The 1:1 million *International Map of the World*, three sheets
8. *Aeronautical Charts-ICAO* at 1:500 000, seven sheets

A map at the scale of 1:700 000 is produced especially for the National Atlas of Sweden but is also printed in two separate sheets.

Nautical charts are produced by the *Hydrographic Office of the Swedish Maritim Administration* (Sw. Sjöfartsverket). The charts (in various scales) are divided into general charts, coastal charts, archipelago charts, harbour plans and charts of lakes and canals. Important supplements to the charts are the *Sailing Directions* (Svensk Lots), *Notices to Mariners* (Underrättelser för sjöfarande, "Ufs") and *List of Swedish Lights* (Svensk fyrlista).

Gazetteers

There is no official Swedish gazetteer. The geographical names data base at the National Land Survey contains all the 410 000 geographical names shown on the Green Map Series (including the mountain version). The data base serves as a reference source for the official maps and for other purposes. The base will be developed to contain approximately 1 million geographical names in their standardized form.

Svensk ortförteckning is a publication containing certain information about some 130 000 places in Sweden. This is not a normative but a descriptive list of geographical names.

A small gazetteer called *Swedish place-names - pronunciation and spelling* contains some 3 000 names of Swedish, Finnish and Sami origin. The main purpose of the book is to provide recommendations for the pronunciation and spelling of names in Sweden.

4. GLOSSARY OF APPELLATIVES, ADJECTIVES AND OTHER WORDS NECESSARY FOR THE UNDERSTANDING OF MAPS

Swedish

The following appellatives mostly occur in the definite form as a last element in place-names. For instance, the word *myr*, the singular indefinite, is not as frequent as *myren*, the singular definite, or *myrarna*, the plural definite (in English *bog, the bog, the bogs*, respectively). For words that are used in the maps in this way the various forms are shown thus: *myr, -en*, pl. *–arna* (bog, swamp), with the singular indefinite translated.

Swedish	*English equivalent*
backe, -n, pl. backarna	hill, slope
bad, -et, pl. –en	bathing-place
berg –et, pl. –en	mountain
bo	house, farm
bo(da)	shed
borg, -en	castle, fortress
bro, -n	bridge
bäck, -en	brook, rivulet
by, -n	village, hamlet
dal, -en, pl.-arna	valley
fall, -et, pl.-en	fall
finn-	Finn, Finnish
fjäll, -et, pl. –en	mountain
fjärd, -en	bay
flygplats	airport
fornlämning	ancient monument
fors, -en	rapid, stream
fyr, -en	lighthouse
gammal-/gamla	old
gata, -n	street
grund, -et, pl. –en	sunk rock
gruva, -n	mine, pit
gräns, -en	boundary
gård, -en	farm, house, yard
gärde, -t, pl. –na	field, fence
hage, -n	enclosed pasture
hed, -en	moor, heath
hem, -met	house, home
holme, -n, pl. holmarna	islet, holm
hög, -en, pl. –arna	mound
hög-/höga	high
höjd, -en	height, hill
idrottsplats	sports ground
inner-/inre	inner
järnväg	railway
kommun	municipality
kulle, -n	hill, mound
kyrka, -n	church
kärr, -et, pl. –en	marsh, swamp, fen
köping	borough
land, -et	land, territory
lapp-	Sami
lill-/lilla	small, little
lund, -en	grove

Swedish	*English equivalent*
län	county, adm. district
mellan-	between
mitt-/mitten-	middle
mosse, -n	bog
myr, -en, pl. –arna	bog, swamp
naturreservat	nature reserve
neder-/nedre	lower
norr-/norra	the north(ern)
ny-/nya	new
näs, -et	isthmus, neck of land
park, -en	park
röd-	red
sjö, -n, pl. –arna	lake
skog, -en	forest, wood
skär, -et, pl. –en	rocky islet, skerry
slott	castle, palace
socken	parish
sta(d)	place, town
stor-/stora	big, large, great
strand, -en	shore, beach, bank
ström, -men	stream
sund, -et	sound
svart-	black
svensk-	Swede, Swedish
söder-/södra	the south(ern)
tjärn, -en, pl. –arna	small lake
torg, -et	square, market
torp, -et	croft
träsk, -et	fen, swamp, lake
udde, -n	cape, tongue of land
vatten, vattnet	water
vik, -en	inlet, bay, gulf
vit-	white
väg, -en	road, roadway
väster-/västra	the west(ern)
ytter-/yttre	outer
å, -n	river, stream
åker, -n	field, tilled land
ås, -en	ridge
älv, -en	river
ö, -n	island
öster-/östra	the east(ern)
över-/övre	upper

Finnish

Finnish	*English equivalent*
aapa	bog, swamp
ala-/alanen	lower
eno	main river
etelä-	the south(ern)
hárju	ridge
hieta	sand
iso-	big, large, great
itä-/itänen	east(ern)
joki	stream, river
jänkkä	bog, swamp
järvi	lake
kallio	cliff, rock; level of slanting smooth rock
kangas	moor
kenttä	meadow; fishingplace
keski-/keskinen	middle-
kielinen	low ridge
kiveliö	ridge
kivi	stone
koski	rapid
kumpu	hill, small mountain
kurkkio	strong rapid, waterfall
kursu	large gorge or narrow, deep and rugged ravine
kuru	ravine, canyon
köngäs	big rapids
lahti	creek, inlet, bay (of sea, lake or river)
laki	mountain top
lammi/lampi	small lake
lantto	pool
linkka	precipice; waterfall
lompolo	small lake through which a river runs, lake-like widening of a river
luspa	outflow of a river from a lake
länsi	the west(ern)
maa	ground, land
mella	steep riverbank; steep sandbank
mettä/metsä	forest
mukka	curve, bend
muotka	land between two lakes
musta	black
mäg/mäk/mäki	hill
männikkö	pine wood
niemi	ness, cape, peninsula
niitty	grass-land, outfield, for mowing
niska	upper part of a river
niva	stream, small rapid in a river

Finnish	*English equivalent*
nuora	long sound, strait between the mainland and an island or islands
oja	stream, river; ditch
outa	forest
pahta	cliff, rock
palo	burnt forest-tract
pelto	arable or (cultivated) field
perä	the innermost part (of a lake, creek, inlet, bay)
pieni/pikku	little, small
pitkä	long
pohjois-	the north(ern)
puro	river
pää	end, point
ranta	bank, shore
rova	parched, rather high tract where there was once a forest fire and which now is covered with trees, old palovaara
rämeä	bog with poorly growing woods
saajo	clump of trees on bog
saari	island
saivo	small, deep lake
salmi	marked contraction of a lake, sound between two lakes
skaiti	the land between two rivers which join
suanto/suvanto	smoothly flowing stretch of water in a big river
suu	mouth (outlet)
taka-/takainen	hind, hinder
tieva	hill
tunturi	mountain
törmä	(steep) hill; steep river bank
vaara	mountain
vinsa	height with woods
virta	current, stream
vuoma	great expanse of swamp
vuopio	creek, inlet, bay (of sea, lake or river) with narrow mouth (outlet)
vähä	little, small
väli-/välinen	middle-, centre-
väylä	main river
yli-/ylinen	upper

Sami

North and Lule Sami spelling respectively (minor variations between brackets):

North Sami	*Lule Sami*	*English equivalent*
alimus	alemus	uppermost; the most westerly
alla	alla	high; steep
alle-/alit (alip)	alle-/alep	upper; the west(ern)
áhpi	áhpe	great expanse of bog
badje-/bajit (bajip)	badje-/bajep	upper
bajimus	bajemus	uppermost
bákti	bákte (báktte)	cliff, rock
buolda	buollda	hill; mountain slope (without watercourse)
čahca	tsahtsa	high pass between two mountains
čakča	tjaktja	autumn
čavil (čielgi)	tjavelk	ridge
čáhppes	tjáhppis	black
čearru	tjärro	rather flat, usually wide tract high up in the mountain with little vegetation and long stretches with nothing but gravel and stones; low mountain adjoining the forest
čiekŋalis/čienjal (čietnjalis)	tjiegñalis/tjiegñal	deep
čoalbmi (čoalmi)	tjoalmme (tjålbme)	marked contraction of a lake, sound between two lakes
čohkka	tjåhkkå	summit, mountain top
čorru	tjårro	long hill (not very steep, not very narrow); small mountain ridge
dievvá	dievvá	hill
doares-	doares- (dåres)	which goes across, athwart, which comes from the side, cross-, side-
duolba	duolbba	flat, plain
duottar	duottar	bare mountain; low mountain tract adjoining the forest
eatnan (eatnam)	ednam	ground, land
eatnu	ädno	main river
gaska	gasska	between
gáddi	gádde	bank, shore
gáisi	gájsse	high mountain; high peaked summit
geađgi (geargi)	giergge (gärgge)	stone
geahči	giehtje	end, point
gealnna	gelnav (geldnav)	grass-covered plain in high-land
gieddi	giedde (gädde)	meadow
gielas	gielas	ridge; moor
gobba	gåbbå	hill
gorsa	gårsså	large gorge or narrow, deep and rugged ravine with or without a river at the bottom
gorži	gårttje	waterfall
govda	gåbddå	broad, wide
guhkes	guhkes	long
guoika	guojkka	rapid(s)
jalges/jalga	jalggis/jalgga	smooth
jávri	jávrre (-avrre, -hávrre)	lake

jávrráš	jávrásj (jávrátj)	small lake
jeaggi	jiegge (jägge)	bog, swamp
jiehkki (jeahkki)	jiehkke (jähkke)	glacier, snow in summer
jiekŋa (jietnja)	jiegña	ice, glacier
johka	jåhkå	river
jorba	jårbbå	round, circular
juovva	juovva	very stony ground with large holes between the stones; scree with the stones rather far apart, scattered
láhku	láhko	high-land plain
lulimus	lulemus	the most easterly
lulit (lulip)	lulep	the east(ern)
luokta	luokta (luoktta)	creek, inlet, bay (of sea, lake or river)
luoppal	luoppal	small lake through which a river runs, lake-like widening of a river
luspi	lusspe	outflow of a river from a lake, outlet from a lake
mohkki	måhkke	winding, turn, corner, curve, bay, creek in river or lake
moskku	mosko(s)	closed in
muotki	muorkke	isthmus, narrow neck of land between two lakes or (not confluent) rivers
njavvi	njavve	small rapids in a river
njálbmi (njálmi)	njálmme (njálbme)	mouth, the mouth of a river
njárga	njárgga	ness, cape, peninsula
njira	njiráv	mountain stream, usually nearly dry but filled with water during rain and the melting of snow
njunis	njunjes	spur of a mountain
nuort-/nuorttat (nuorttap)	nuort-/nuortap	the north(ern)
nuorttamus	nuortamus	the most northerly
oaivi	oajvve (åjvve)	round-shaped top of mountain, rounded mountain (only as last part of names of mountains)
oarjjimus	oarjjemus (årjjemus)	the most southerly
oarjjit	oarjep (årjep)	the south(ern)
riehppi	riehppe (rähppe)	cirque, valley which is difficult to access, with widening recessed bottom, or this recessed bottom part only
roavvi	roavve (råvve)	place which once was burnt
savu/savvon	savoj	smoothly flowing stretch of water in a river
sáiva	sájvva	lake or mountain which has been worshipped or where worship has taken place
sáttu	sáttoj	sand
sieidi	siejdde	rock or stone which has been an object of worship
skáidi	skájdde	the land between two rivers which join
stállu	stállo	gigantic figure in sami folktales
stuor-/stuora	stuor-/stuorra	big, large
suolu	suoloj	island
unna	unna	small, little

vadda	vahta	open, alltogether treeless level ground (sometimes rather boggy) with forest or low hills round or at any rate on two sides of it
vággi	vágge	large mountain valley
váráš	várásj (várátj)	small mountain
várdu	várddo	height with extensive view
várri	várre	mountain
vilges	vielggis	white
vuolimus	vuolemus	lowest
vuolle-/vuolit (vuolip)	vuolle-/vuolep	lower
vuopmi	vuobme	woodland
vuovdi	vuovdde	forest

5. ABBREVIATIONS USED IN THE NATIONAL OFFFICIAL MAPS OF SWEDEN

Abbreviation	*Decoding*	*English eqivalent*
anl.	anläggning	establishment
avfallsanl.	avfallsanläggning	dump
b.	bana	track, course, path
betongind.	betongindustri	concrete industry
bilskrotningsanl.	bilskrotnings-anläggning	car disposal establishment
busstn	busstation	bus terminal
bågsk.b.	bågskyttebana	archery arena
camp.pl.	campingplats	camping ground
elind.	elindustri	electro industry
f.d.	före detta	formerly
fg	församling	parish
forskningsstn	forskningsstation	research center
fotb.pl.	fotbollsplan	football ground
fågelstn	fågelstation	ornithological station
g.	gård	farm, house,yard
galopptr.b.	galoppträningsbana	racetraining course
gummiind.	gummiindustri	rubber industry
h./h:na	holme(e)/holmarna	islet/(the) islets; holm/(the) holms
husvagnscamp.pl.	husvagnscampingplats	caravan site
idrottspl.	idrottsplats	sports ground
ind.	industri	industry
ind.omr.	industriområde	industry area
ka	kyrka	church
kn	kommun	municipality
koloniomr.	koloniområde	allotment area
kraftstn	kraftstation	power station
krim.vårdsanst.	kriminalvårdsanstalt	penitentiary
L.	lilla	small, little
livsmedelsind.	livsmedelsindustri	food industry
lotspl.	lotsplats	pilot place
läkemedelsind.	läkemedelsindustri	pharmaceutical industry
mek.ind.	mekanisk industri	engineering workshop
Mell.	mellan	between
metallind.	metallindustri	metal industry
mil.skyddsomr.	militärt skyddsområde	military restriction area
mil.övn.omr.	militärt övningsområde	military exercise area
motionsanl.	motionsanläggning	athletics centre
museijvg	museijärnväg	museum railway
N.	norra	the north(ern)

Ned.	nedre	lower
omr.	område	area
pl.	plats	place, locality
porslinsind.	porslinsindustri	porcelain factory
radiostn	radiostation	radio station
res.	reservat	reserve, sanctuary
riskomr.	riskområde	danger zone
S	södra	the south(ern)
S:t	sankt	saint
S:ta	sankta	saint
sjöräddn.stn	sjöräddningsstation	coastguard servicestation
skjutomr.	skjutområde	shooting area
sportfiskeanl.	sportfiskeanläggning	fishing-camp
St.	stora	big, large, great
stn	station	(railway)station
tj./tj:ma	tjärn(en)/tjärnarna	small lake/(the) small lakes
torpedinskj.b.	torpedinskjutnings-bana	torpedo range
travtr.b.	travträningsbana	trottingtraining track
tullstn	tullstation	customs station
V	västra	the west(ern)
v.	verk	works, department
Yttr.	Yttre	outer
Ö	östra	the east(ern)
Övr.	övre	upper

6. ADMINISTRATIVE DIVISIONS

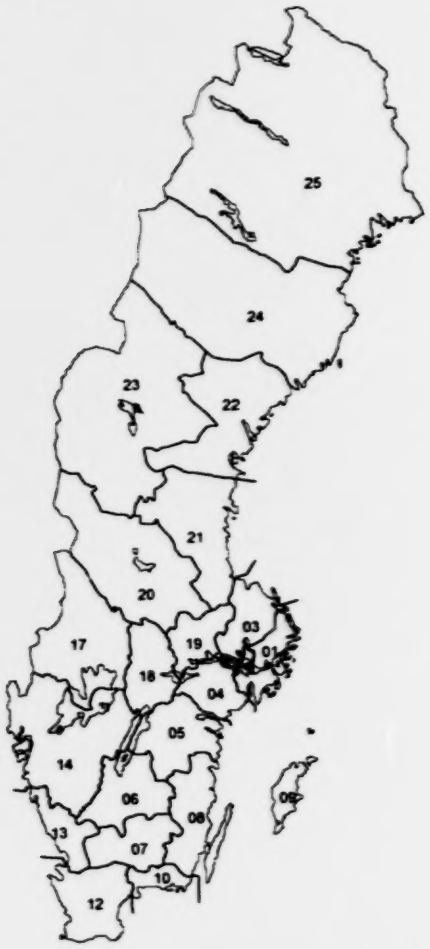
Sweden is divided into 21 counties *(län)*, which in their turn are divided into 288 municipalities. Ecclesiastically, the country consists of 2,528 parishes (1.1.1998). The list below contains each county and the municipalities belonging to it.

01 Stockholms län	05 12 Ydre	08 83 Västervik
01 14 Upplands-Väsby	05 13 Kinda	08 84 Vimmerby
01 15 Vallentuna	05 60 Boxholm	08 85 Borgholm
01 17 Österåker	05 61 Åtvidaberg	
01 20 Värmdö	05 62 Finspång	**09 Gotlands län**
01 23 Järfälla	05 63 Valdemarsvik	09 80 Gotland
01 25 Ekerö	05 80 Linköping	
01 26 Huddinge	05 81 Norrköping	**10 Blekinge län**
01 27 Botkyrka	05 82 Söderköping	10 60 Olofström
01 28 Salem	05 83 Motala	10 80 Karlskrona
01 36 Haninge	05 84 Vadstena	10 81 Ronneby
01 38 Tyresö	05 86 Mjölby	10 82 Karlshamn
01 39 Upplands-Bro		10 83 Sölvesborg
01 60 Täby	**06 Jönköpings län**	
01 62 Danderyd	06 04 Aneby	**12 Skåne län**
01 63 Sollentuna	06 17 Gnosjö	12 14 Svalöv
01 80 Stockholm	06 42 Mullsjö	12 30 Staffanstorp
01 81 Södertälje	06 43 Habo	12 31 Burlöv
01 82 Nacka	06 62 Gislaved	12 33 Vellinge
01 83 Sundbyberg	06 65 Vaggeryd	12 56 Östra Göinge
01 84 Solna	06 80 Jönköping	12 57 Örkelljunga
01 86 Lidingö	06 82 Nässjö	12 60 Bjuv
01 87 Vaxholm	06 83 Värnamo	12 61 Kävlinge
01 88 Norrtälje	06 84 Sävsjö	12 62 Lomma
01 91 Sigtuna	06 85 Vetlanda	12 63 Svedala
01 92 Nynäshamn	06 86 Eksjö	12 64 Skurup
	06 87 Tranås	12 65 Sjöbo
03 Uppsala län		12 66 Hörby
03 05 Håbo	**07 Kronobergs län**	12 67 Höör
03 19 Älvkarleby	07 60 Uppvidinge	12 70 Tomelilla
03 60 Tierp	07 61 Lessebro	12 72 Bromölla
03 80 Uppsala	07 63 Tingsryd	12 73 Osby
03 81 Enköping	07 64 Alvesta	12 75 Perstorp
03 82 Östhammar	07 65 Älmhult	12 76 Klippan
	07 67 Markaryd	12 77 Åstorp
04 Södermanlands län	07 80 Växjö	12 78 Båstad
04 28 Vingåker	07 81 Ljungby	12 80 Malmö
04 61 Gnesta		12 81 Lund
04 80 Nyköping	**08 Kalmar län**	12 82 Landskrona
04 81 Oxelösund	08 21 Högsby	12 83 Helsingborg
04 82 Flen	08 34 Torsås	12 84 Höganäs
04 83 Katrineholm	08 40 Mörbylånga	12 85 Eslöv
04 84 Eskilstuna	08 60 Hultsfred	12 86 Ystad
04 86 Strängnäs	08 61 Mönsterås	12 87 Trelleborg
04 88 Trosa	08 62 Emmaboda	12 90 Kristianstad
	08 80 Kalmar	12 91 Simrishamn
05 Östergötlands län	08 81 Nybro	12 92 Ängelholm
05 09 Ödeshög	08 82 Oskarshamn	12 93 Hässleholm

13 Hallands län	14 98 Tidaholm	20 34 Orsa
13 15 Hylte	14 99 Falköping	20 39 Älvdalen
13 81 Laholm		20 80 Falun
13 82 Falkenberg	**17 Värmlands län**	20 81 Borlänge
13 83 Varberg	17 15 Kil	20 82 Säter
13 84 Kungsbacka	17 30 Eda	20 83 Hedemora
13 80 Halmstad	14 97 Hjo	20 61 Smedjebacken
	17 37 Torsby	20 84 Avesta
14 Västra Götalands län	17 60 Storfors	20 85 Ludvika
14 01 Härryda	17 61 Hammarö	
14 02 Partille	17 62 Munkfors	**21 Gävleborgs län**
14 07 Öckerö	17 63 Forshaga	21 01 Ockelbo
14 15 Stenungsund	17 64 Grums	21 04 Hofors
14 19 Tjörn	17 65 Årjäng	21 21 Ovanåker
14 21 Orust	17 66 Sunne	21 32 Nordanstig
14 27 Sotenäs	17 80 Karlstad	21 61 Ljusdal
14 30 Munkedal	17 81 Kristinehamn	21 80 Gävle
14 35 Tanum	17 82 Filipstad	21 81 Sandviken
14 38 Dals-Ed	17 83 Hagfors	21 82 Söderhamn
14 39 Färgelanda	17 84 Arvika	21 83 Bollnäs
14 40 Ale	17 85 Säffle	21 84 Hudiksvall
14 41 Lerum		22 62 Timrå
14 42 Vårgårda	**18 Örebro län**	22 80 Härnösand
14 43 Bollebygd	18 14 Lekeberg	22 81 Sundsvall
14 44 Grästorp	18 60 Laxå	22 82 Kramfors
14 45 Essunga	18 61 Hallsberg	22 83 Sollefteå
14 46 Karlsborg	18 62 Degerfors	22 84 Örnsköldsvik
14 47 Gullspång	18 63 Hällefors	
14 52 Tranemo	18 64 Ljusnarberg	**23 Jämtlands län**
14 60 Bengtsfors	18 80 Örebro	23 03 Ragrunda
14 61 Mellerud	18 81 Kumla	23 05 Bräcke
14 62 Lilla Edet	18 82 Askersund	23 09 Krokom
14 63 Mark	18 83 Karlskrona	23 13 Strömsund
14 65 Svenljunga	18 84 Nora	23 21 Åre
14 66 Herrljunga	18 85 Lindesberg	23 26 Berg
14 70 Vara		23 61 Härjedalen
14 71 Götene	**19 Västmanlands län**	23 80 Östersund
14 72 Tibro	19 04 Skinnskatteberg	
14 73 Töreboda	19 07 Surahammar	**24 Västerbottens län**
14 80 Göteborg	19 17 Heby	24 01 Nordmaling
14 81 Mölndal	19 60 Kungsör	24 03 Bjurholm
14 82 Kungälv	19 61 Hallstahammar	24 04 Vindeln
14 84 Lysekil	19 62 Norberg	24 09 Robertsfors
14 85 Uddevalla	19 80 Västerås	24 17 Norsjö
14 86 Strömstad	19 81 Sala	24 18 Malå
14 87 Vänersborg	19 82 Fagersta	24 21 Storuman
14 88 Trollhättan	19 83 Köping	24 22 Sorsele
14 89 Alingsås	19 84 Arboga	24 25 Dorotea
14 90 Borås		24 60 Vännäs
14 91 Ulricehamn	**20 Dalarnas län**	24 62 Vilhelmina
14 92 Åmål	20 21 Vansbro	24 63 Åsele
14 93 Mariestad	20 23 Malung	24 80 Umeå
14 94 Lidköping	20 26 Gagnef	24 81 Lycksele
14 95 Skara	20 29 Leksand	24 82 Skellefteå
14 96 Skövde	20 31 Rättvik	

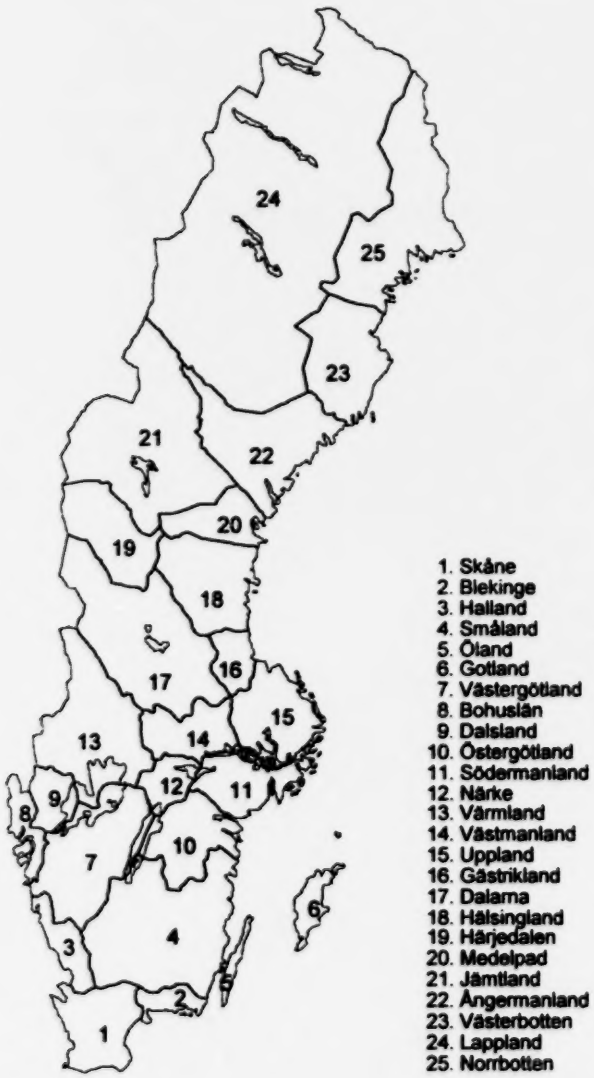
25 Norrbottens län	25 84 Kiruna	25 60 Älvsbyn
25 05 Arvidsjaur	25 14 Kalix	25 80 Luleå
25 06 Arjeplog	25 18 Övertorneå	25 81 Piteå
25 10 Jokkmokk	25 21 Pajala	25 82 Boden
25 13 Överkalix	25 23 Gällivare	25 83 Haparanda

The Counties of Sweden



The figures in the map correspond to those in the list of the administrative divisions.

The Provinces of Sweden



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TOPONYMIC DATA FILES: NATIONAL GAZETTEERS

Dictionaries of the place names of Latvia

Paper submitted by Latvia**

* E/CONF.91/1.

** Prepared by Zinta Goba.

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DICTIONARIES OF THE PLACE NAMES OF LATVIA

The publication is a review of the dictionaries of place names of Latvia since the first attempts to collect and publish geographical names from the 17-18th centuries up to nowadays. The process of compiling and publishing dictionaries of place names of Latvia is uneven and it could be divided into several periods.

17-18th centuries. Latvian place names in German-Latvian and Latvian-German dictionaries compiled by German clergymen G.Mancelis, J.Langijs, J.Lange, G.Fr.Stenders.

The second part of the 19th century. Latvian place names in the 1st dictionary (Russian-Latvian-German) compiled by Latvian authors K.Valdemārs, A.Spāģis, F.Brīvzemnieks, I.Laube etc. A.Bīlenšteins and his investigation in place names of Latvia. The first attempts of Latvian authors to collect and publish toponyms (R.Dreimanis, K.Kasparsons, A.Lerhs-Puškaitis etc.).

1920.-1940. The establisment and rapid development of Latvian national toponymics. The first dictionaries of the place names of Latvia (J.Endzelīns, J.Plāķis, D.Zemzare etc.).

Toponymic dictionary "Latvijas vietu vārdi" /Place Names of Latvia/(1922.-1925.) compiled by J.Endzelīns, is the first dictionary of the place names of Latvia. It comprises geographical names of the whole territory of Latvia, mostly the names of populated places.Place names are arranged in little administrative territorial units called "pagasti" -civil parishes in the dictionary. The majority of the place names are given in standard Latvian.

The structure of the dictionary "Latvijas vietu vārdi un latviešu pavārdi" /Latvian Placenames and Latvian Surnames/(1936.-1939.) compiled by J.Plāķis, is much like that of the dictionary "Latvijas vietu vārdi" compiled by J.Endzelīns. The main difference lies in the way of recording place names and spelling them in the dictionaries. Place names for the dictionary compiled by J.Plāķis have been written down during expeditions. They are spelt according to the local pronunciation in the dictionary. The first part "Kurzemes vārdi"/Names of Kurland/ was published in 1936, the second part "Zemgales vārdi"/Names of Zemgale/ was published in 1939. The manuscripts of place names of Vidzeme and Latgale meant for publication, have been lost when Latvia was occupied in 1940.

"Stendes vietu vārdi" /Place Names of Stende Civil Parish/(1935.) compiled by K.Draviņš, is the first local dictionary of geographical names of Latvia. It is the first dictionary of Latvia, where one can find toponymic synonyms of place names. In 1940 another local dictionary "Lejasciema novada vietvārdu vārdnīca" /Dictionary of the Place Names of Lejasciems Region/ compiled by D.Zemzare, was published.

"Verzeichnis lettländischer Ortsnamen" (1938.) compiled and published by H.Feldmann, is a German-Latvian and Latvian-German comparative historical toponymic dictionary comprising place names, which have been found in old maps of Latvia.

Index of place names "Alfabētisks Latvijas vietu vārdu saraksts" as an appendix to the map of Latvia scale 1:250 000 was published in 1930. It could be considered to be a toponymic dictionary of Latvia made by cartographers.

The second part of 1940ies - the beginning of 1960ies. The dictionary "Latvijas PSR vietvārdi" /Place Names of the Latvian SSR/(1956.-1961.) is the continuation of the rapid development of Latvian national toponymics in 1920-1940.

"Latvijas PSR vietvārdi" has been compiled at the Institute of Language and Literature, Academy of Sciences of the Latvian SSR (at present Latvian Language Institute, Academy of Sciences of Latvia) under the guidance of J.Endzelīns. In the dictionary the place names of the whole territory of Latvia have been arranged in alphabetical order. The headwords of this dictionary do not contain a single place name but a family of place names.

The beginning of 1960ies - the middle of 1980ies. The dictionaries of the place names of Latvia published abroad - in Moscow, Stockholm and Wisconsin.

The dictionary "Словарь географических названий Латвийской ССР" /Dictionary of the Place Names of the Latvian SSR/ published in Moscow 1967, was intended as a

normative document, where one can find the most sufficiently used place names of the former Latvian SSR spelt in Russian and in Latvian.

The local toponymic dictionary "Place Names in Kauguri County, Latvia"(1971.) compiled by V.Rūķe-Draviņa, is the first dictionary of Latvian place names published in emigration. It contains an extensive analyses of the place names of Kauguri civil parish, Valmiera district, too. This one was followed by a regional dictionary "Placenames of Latgola" compiled by V.J.Zeps and published in Wisconsin, 1984. It is the only toponymic dictionary of a cultural historical district of Latvia. The dictionary is noteworthy with the numerous references to the toponymic synonyms of a place name in various sources.

The middle of 1980ies - the 90ies. State and regional thematic toponymic dictionaries.

This period is characteristic of more publications in toponymy of Latvia than the previous ones.The majority of them are the dictionaries compiled at the Scientific Laboratory of Regional Geography and Toponymy (up to 1995 - Department of Geography), University of Latvia. All of them are with cartographic supplements. Three dictionaries: "Latvijas PSR ūdenstilpju nosaukumi" /Names of Water Bodies of the Latvian SSR/(1984.), "Latvijas PSR ūdensteču nosaukumi" /Names of Flowing Water Features of the Latvian SSR/(1986.) and "Latvijas upes. Nosaukumi un ģeogrāfiskais izvietojums" /Rivers of Latvia. Names and Geographical Location/(1994.) comprise hydronyms of Latvia. Three other dictionaries "Rīgas rajona fiziski ģeogrāfisko objektu nosaukumu raksturojums"/Description of the Names of Physiogeographical Objects, Rīga District/(1989.) compiled by R.Avotiņa, Z.Goba; "Valkas rajons. Dabas objektu nosaukumu vārdnīca"/Dictionary of the Names of Natural Features. Valka District/(1993.) compiled by J.Kavacs and "Kuldīgas rajons. Dabas objektu nosaukumu vārdnīca"/Dictionary of the Names of Natural Features. Kuldīga District/(1994.) compiled by Z.Goba, comprise the names of natural features of three administrative districts: Rīga, Valka and Kuldīga. The regional toponymic dictionary "Krāslavas rajons. Ģeogrāfisko nosaukumu vārdnīca"/Dictionary of Geographical Names. Krāslava District/ compiled by O.Kovaļevska, is being published. The scientists of the Laboratory of Regional Geography and Toponymy, University of Latvia have founded the tradition to compile and publish toponymic dictionaries of a recommendatory normative character. All the above mentioned are such dictionaries. They should be followed by normative dictionaries.

The dictionary "Latvijas apdzīvoto vietu un to iedzīvotāju nosaukumi"/Names of Populated Places of Latvia and their Residents/(1990.) compiled by philologist V.Dambe, is the only gazetteer of Latvia comprising names of populated places with more than 30 residents.

Dictionary "Liepājas ielas un laukumi"/Streets and Squares of Liepāja/(1989.) compiled at the Museum of History and Arts of Liepāja, is the only gazetteer of urbanonyms in Latvia. It comprises present and historical names of streets and squares of the city.

The second part of the dictionary "Baltisches Historisches Ortslexicon" - "Lettland (Südlivland und Kurland)" was published in Köln and Wien in 1990. It is a German-Latvian historical toponymic dictionary comprising place names found in old maps and written sources. They have been compared with Latvian place names used at present.

In the future the compiling of toponymic dictionaries of Latvia should be developed in two various directions:

1) state toponymic dictionaries (including normative ones) comprising toponyms of the whole territory of Latvia,

2) regional and local toponymic dictionaries. Those dictionaries should include geographical, linguistic and historical aspect of place names.

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New York, 13-22 January 1998
Item 14 (b) of the provisional agenda*

TOPONYMIC EDUCATION AND PRACTICE: TRAINING COURSE IN TOPONYMY

International training course in toponymy of the Baltic Division of UNGEGN (Riga, 22-24 April 1997)

Paper submitted by the United Nations Group of Experts on Geographical Names (UNGEGN)**

* E/CONF.91/1.

** Prepared by Jurgis Kavacs and Vita Strautniece.

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At the 1st meeting of the Baltic Division of UNGEGN it has been accepted to organise International Training Courses in Toponymy and the Second Meeting of the Baltic Division of UNGEGN in Riga in spring 1997.

The main aim of the Training Courses in Toponymy of the Baltic Division of UNGEGN is to acquainted with the international and national activities and experience of standardization of place names and to inform other states about toponymic investigation in Latvia.

The participants of the Training Courses in Toponymy had the possibility to attend a wide range of well-prepared lectures on principles and experience of international standardization of geographical names as well as on national programmes in the Nordic states, Canada and the United States. The problems concerning national standardization (especially - standardization of dialectal names) and toponymic guidelines in the Baltic states were solved by round table discussion. Special attention was devoted to toponymic data bases, automatic data processing, maintenance procedures, web sites, etc. because problems concerning formation and development of toponymic data bases are still actual for all the Baltic division memberstates. The exhibition of maps, gazeteers, journals and other materials connected with toponymy took place during the Courses.

65 participants and 6 lecturers from 10 countries namely Latvia, Lithuania, Estonia, Russian Federation, Poland, Finland, Norway, Sweden, the United States, Canada took part in the Courses. The partcipants represented such institutions as: universities, language institutes, national mapping authorities, ministries, post agencies, satistics boards, national registers, schools and organisations dealing with research into local history etc.

Experts and organisers of the International Training Courses in Toponymy from Latvia gratefuly acknowledge and thank all guest lecturers and Chairman of Baltic division Mr Peeter Päll for successful collaboration in organisation of the Courses.

The lecturers:

Botolv Helleland	Chairman of the Norden Division of UNGEGN, Senior lecturer of University of Oslo
Randall E. Flynn	Executive secretary of foreign Names, United States Board on Geographic Names National Imagery and Mapping Agency
Helen Kerfoot	Executive secretary, Canadian Permanent Committee on Geographical Names
Hans Ringstam	Master of Arts of National Land Survey of Sweden
Sirkka Paikkala	Senior researcher, Master of Arts of the Research Institute for the Languages of Finland
Eeva Maria Närhi	Head of Division, Master of Arts of the Research Institute for the Languages of Finland

The organizers: The Training Courses in Toponymy of the Baltic Division of UNGEGN was organized by: State Land Service, University of Latvia, State Language Board, Baltic Division of UNGEGN.

/...

International Training Courses in Toponymy of the Baltic Division of UNGEGN

Riga, April 22-24, 1997.

The Baltic Division of United Nations Group of Experts on Geographical Names has been established on the Sixth Conference of UN on the standardisation of geographical names in New York, 1992. It unites experts on geographical names of Latvia, Lithuania, Estonia and Russian Federation.

At the 1st meeting of the Baltic Division of UNGEGN it has been accept to organize International Training Courses in Toponymy and the second meeting of the Baltic Division of UNGEGN in Riga in spring 1997. The organisation of training courses in toponymy is one direction of the activities of a division of UNGEGN.

The main aim and tasks

The main aim of the Training Courses in Toponymy and of the Second Meeting of the Baltic Division of UNGEGN is to join the international activities of standardization of place names and to inform other states concerning toponymic investigation in Latvia.

The main tasks of the Training Courses in Toponymy in Riga are to set an insight: 1) investigation work and practice on applied toponymy in other countries, such as Norway, Sweden, Finland, USA, Canada and with the experience of UNGEGN in national and international standardization; 2) toponymic investigation in the member states: Estonia, Lithuania and Latvia.

The participants of the Training Courses in Toponymy had the possibility to attend a wide range of well-prepared lectures on principles and experience of international standardization of geographical names as well as on national programmes in the Nordic states, Canada and the United States. Lectures were illustrated by corresponding demonstration materials (including video) and different handouts. The problems concerning national standardization (especially - standardization of dialectal names) and toponymic guidelines in the Baltic states were solved by round table discussion. Special attention was devoted to toponymic data bases, automatic data processing, maintenance procedures, web sites, etc. because problems concerning formation and development of toponymic data bases are still actual for all the Baltic division memberstates. The lecturers from the United States and Canada demonstrated high expertise and experience in this field.

The exhibition of maps, gazeteers, journals and other materials connected with toponymy were organized during the Courses.

65 participants and 6 lecturers from 10 countries namely Latvia, Lithuania, Estonia, Russian Federation, Poland, Finland, Norway, Sweden, the United States, Canada took part in the Courses . The partcipants represented such institutions as: universities, language institutes, national mapping authorities, ministries, post agencies, satistics

boards, national registers, schools and organisations dealing with research into local history etc.

Experts and organizers of the International Training Courses in Toponymy from Latvia gratefuly acknowledge and thank all guest lecturers and Chairman of Baltic division Mr Peeter Päll for successful collaboration in organisation of the Courses.

The organizers express their gratitude to lecturers and participants for the nice presents - over 50 items of different materials (books, journals, maps, etc.) which were demonstrated in the exhibition and during the lectures.

The lecturers

Botolv Helleland	Chairman of the Norden Division of UNGEGN, Senior lecturer of University of Oslo
Randall E. Flynn	Executive secretary of foreign Names, United States Board on Geographic Names National Imagery and Mapping Agency
Helen Kerfoot	Executive secretary, Canadian Permanent Committee on Geographical Names
Hans Ringstam	Master of Arts of National Land Survey of Sweden
Sirkka Paikkala	Senior researcher. Master of Arts of the Research Institute for the Languages of Finland
Eeva Maria Niirhi	Head of Division, Master of Arts of the Research Institute for the Languages of Finland

Organizers

The Training Courses in Toponymy and the Second Meeting of the Baltic Division of UNGEGN was organized by:

State Land Service
University of Latvia
State Language Board
Baltic Division of UNGEGN

The programme and topics of the Training Courses are given below.

Programme

General topics

1 Applied toponymy: — Randall E. Flynn (USA)
* terminology,
* history of applied toponymy,
* linguistic aspects of geographic names,
* survey of national programs throughout the world

2 United Nations and the standardization of geographical names: — Helen Kerfoot (Canada)

* UN conferences on the standardization of names,

* UNGEGN * exonyms	Eeva Maria Närhi (Finland)
National standardization * national names authorities, * basis for establishing principles of standardization, * policies, procedures,methodology and guidelines	Randall E. Flynn (USA)
1 Naming policies and procedures in Canada	Helen Kerfoot (Canada)
2 The standardization of geographical names in Sweden	Hans Ringstam (Sweden)
3 Norwegian Place Name Law and its implementation	Botolv Helleland (Norway)
4 Standardization of place names in Finland	Sirkka Paikkala (Finland)
Geographical names databases 1 Automated data processing: * introduction (terminology, hardware, software, database management systems), * office processing (data verification, loading the data) * data retrieval requirements and techniques, * maintenance procedures * national gazetteers	Randall E. Flynn (USA)
2 GEOnet Names Server (GNS) of the US BGN	Randall E. Flynn (USA)
3 Canadian Geographical Names Data Base and Geographical Names web site	Helen Kerfoot (Canada)
4 Geographical names in the Swedish property register and the property reform	Hans Ringstam (Sweden)
Standardization of dialectal place names (round table discussion), incl. 1 Geographical names on the official maps of Sweden with some aspects of dialectal writing	Hans Ringstam (Sweden)
Toponymic guidelines 1 Introduction	Peeter Päll (Estonia)
2 Toponymy of Latvia	Ojārs Bušs (Latvia)
3 Toponymy of Estonia	Peeter Päll (Estonia)

4 Toponymy of Lithuania	**Marija Razmukaitė Vitalija Maciejauskienė (Lithuania)**
5 Toponymy of Russian Federation	**Vladimir Boginsky (Russian Federation)**
6 Legal procedures concerning place names in Latvia	**Jurģis Kavacs (Latvia)**

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Item 4 of the provisional agenda*

REPORTS BY DIVISIONS AND GOVERNMENTS ON THE SITUATION IN THEIR REGIONS AND COUNTRIES AND ON THE PROGRESS MADE IN THE STANDARDIZATION OF GEOGRAPHICAL NAMES SINCE THE SIXTH CONFERENCE

Report of Latvia

Paper submitted by Latvia**

* E/CONF.91/1.

** Prepared by Jurgis Kavacs.

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NATIONAL REPORT OF LATVIA

HISTORICAL BACKGROUND

This is the first National Report of Latvia on the standardization of geographical names although the Republic of Latvia has been proclaimed already in 1918. The reason is that Latvia was part of the Soviet Union for many years. Therefore some peculiarities are paid attention to survey the toponymy of Latvia.

Inside every national group the place names functioned in separate parallel toponymic strata in Latvia before 1918. According to the policy of state language the official parallel toponymic stratum was subjected to changes after foundation the Republic of Latvia. The usage of the parallel toponymic strata gradually decreased in the following historical development. Nevertheless some place names from different parallel strata are used in literature, historical documents and maps. For that reason the short description of each stratum is given below.

There were four toponymic strata:

Livonian parallel toponymic stratum - in the 17-18th centuries this stratum has merged with Latvian except the cultural historical territory "Livod Randa".

German parallel toponymic stratum - German toponymic stratum has been official up to 1918 in Kurzeme and Vidzeme (two cultural historical parts of Latvia) and up to 1772 - in Latgale (the third cultural historical part of Latvia), including Russian transliterations in the former Russian Empire.

Russian parallel toponymic stratum - Russian toponyms have been official in Latgale since 1772 up to 1918.

Latvian parallel toponymic stratum - since 1918 up to nowadays place names from Latvian parallel toponymic stratum (including Russian transliterations) are official in Latvia. They are used in all official publications and cartographic issues.

German and Russian languages are not autochthonous in the territory of Latvia. Therefore those toponymic strata are not autochthonous, too.

The replacing of Russian and German parallel toponymic stratum by Latvian parallel toponymic stratum was not a toponymical renaming, it was changing of one simultaneosly existing toponymic strata by political conditions. At the same time (i.e. 20-ties and 30-ties many place names from Latvian parallel toponymic stratum with not Latvian origin were officially renamed in accordance to decision of the Saeima (Latvian Parliament) in 1924 and Law about names of real estates of 13th October 1936. Nowadays German and Russian toponymic strata are used in historical literature and maps mainly. The German minority repatriated themselves to their homeland Germany in 1939/40. Russian minority uses mainly Latvian toponyms, what is sanctioned by special laws. The names of cities and largest towns in different parallel toponymic strata are given below.

Latvian parallel toponymic stratum	German parallel toponymic stratum	Russian parallel toponymic stratum (transliteration)
Alūksne	Marienburg	
Balvi	Bolwa	Bolvy
Bauska	Bauske	
Cēsis	Wenden	
Daugavpils	Dünaburg	Dvinsk
Dobele	Dobeln	
Gulbene	Schwanenburg	
Jelgava	Mitau	
Jēkabpils	Jakobstadt	
Krāslava	Kraslau	Kreslavka
Kuldīga	Goldingen	
Liepāja	Libau	
Limbaži	Lemsal	
Ludza	Ludsen	Ljucin
Ogre	Oger	
Preiļi	Preln	Prel'
Rēzekne	Rositten	Režica
Rīga	Riga	
Salaspils	Kircholm	
Saldus	Frauenburg	
Talsi	Talsen	
Tukums	Tuckum	
Valka	Valck	
Valmiera	Wolmar	
Ventspils	Windau	

In the period from 1945 up to 1991 all large scale topographical maps of Latvia were compiled and published by central cartographic enterprises of the USSR. Latvian place names were transliterated in Cyrillic on them. Latvia could not participate in the United Nations Group of Experts on Geographical Names (UNGEGN). The activities of UNGEGN came to Latvia through the former USSR.

PARTICIPATION OF LATVIA IN THE BALTIC DIVISION OF UNGEGN

The Baltic Division of UNGEGN was founded in 1992. On the 7-8th May the experts of Baltic States met in Tallinn to found a new division of UNGEGN. Russian experts joined the Baltic Division later. Latvia has taken part in all the activities of the Baltic Division since 1992 up to 1997.

The main topics of the agenda were the following:

- national standardization;
- place names databases and computerization of data;
- standardization of dialectal place names;
- names authorities and legal regulation of toponyms.

ADMINISTRATIVE DIVISION AND NAMES AUTHORITIES

The administrative division of Latvia on the 1st November 1997 is:

- a district (rajons);
- a city (republikas pilsēta).

The district divides into:

- a town (rajona pilsēta);
- a civil parish (pagasts).

There are 26 districts, 7 cities, 69 towns and 513 civil parishes in Latvia at present. The following provisions exist for the official adoption of geographical names. Names of districts and cities are determined by the Saeima (Parliament). Names of ordinary civil parishes and villages are approved by the Cabinet of Ministers. Railway stations and stops, ports and airports are named by Ministry of Communications. Names for natural features are established by the State Land Service. The names of the objects mentioned above must be adopted by the local government and Committee of Place Names of the Cabinet of Ministers. Names of farms, streets, squares, parks, bridges and other objects are responsibility of local governments.

The Committee of Place Names mentioned above was established at the Cabinet of Ministers on the 4th June 1992. Geographers, linguists, historians, etc. are the members of the Committee of Place Names. The chairman is Mr. Ojārs Bušs.

CARTOGRAPHIC PROJECTS AND TOPONYMICAL DATA BASES PROBLEMS OF STANDARTIZATION

Current projects in the National Land Service are:

1. Ortophotomap of Latvia (scale 1:10 000). About 500 sheets of 2500 just now are ready.

2. Base Map of Latvia (scale 1:50 000). This project should be completed in 1998. The map consists of 132 sheets in Transverse Mercator projection. Its digital data are being distributed already.

3. State Topographic Map (scale 1:50 000) is being started this year. It will meet the demands of NATO standards. The map will be in UTM projection.

4. State Toponymic Database. The Toponymy Section of the State Land Service of Latvia is conducting field collection of place names on maps of 1:25 000 to support the Base Map of 1:50 000 and to gather information for the toponymical database. The database should include all designated objects of Latvia with one or more place names. It is envisaged that, rather wide additional information should be supplemented to the names.

5. Standardization of Place Names in minority languages. The only autochthonous language besides Latvian is the Livonian language, therefore the Law of State Language on Toponyms provides for the use of place names in Livonian in cultural historical territory "Līvod Rānda". In practice, however, the language is used by a very small number of speakers only.

In districts where the Latgallian dialect is used, the Committee of Place Names has decided (29th March 1993) to allow to standardize names of Latgola except those of parishes and their centres, on the basis of local usage.

The largest private cartographic enterprise is Publishing House "Jāņa sēta". The Cartography department of "Jāņa sēta" was founded in 1992. There are about 30 new cartographic titles in print every year, but the total run amounts to half a million copies.

MAIN PROBLEMS AND SOLUTIONS

The most actual problem in the standardization of place names of Latvia is the standardization of the names of villages. The current Official List of Villages is of 1982. It comprises 759 names, but in fact there are more than 3000 villages in Latvia. Two versions of The List of Villages of Latvia are being prepared.

The compilers are:

1. Toponymic Section of the State Land Service.
2. Publishing House "Jāņa sēta".

The intended Official List of Villages of Latvia will be based on them. In both project villages are divided into several types: villages, dispersed villages, summer villages etc.

PUBLICATIONS

Since 1992 were publiced:

I Gazetteers

Kavacs J. Valkas rajons. Dabas objektu nosaukumu vārdnīca. - Rīga., Latvijas Universitāte, 1993, 72. lpp., kartoshēma (Dictionary of the Names of Natural Features. Valka District).

Goba Z. Kuldīgas rajons. Dabas objektu nosaukumu vārdnīca. - Rīga., Latvijas Universitāte, 1994, 142. lpp., kartoshēma (Dictionary of the Names of Natural Features. Kuldīga District).

Avotiņa R., Goba Z. Latvijas upes. Nosaukumi un ģeogrāfiskais izvietojums. - Rīga., Latvijas Universitāte, 1994.(Rivers of Latvia. Names and Geographical Location).

Kovaļevska O. Krāslavas rajons. Ģeogrāfisko nosaukumu vārdnīca.- Rīga, 1997, 183. lpp., kartoshēma (Dictionary of Geographical Names. Krāslava District).

II Most significant other publications

Avotiņa R. Augšdaugavas vietvārdi Daugavpils rajonā. // Daugavas Raksti. No Koškovciem līdz Daugavpilij. - R., 1996., 20.- 34. lpp. (Place Names of Augšdaugava in Daugavpils District)

Balode L. The Exotic Borrowings in Latvian Toponymy. // First Conference on Baltic Studies in Europe. - Rīga, 1995.

Bušs O. Latgales vietvārdi latviešu literārajā valodā. // Baltu filoloģija V, Rīga, 1995, 34.-37. lpp. (Place Names of Latgale in Standard Latvian).

Goba Z. LU Ģeogrāfijas nodaļas veikums, turpmākie uzdevumi un aktuālās problēmas toponīmikā // Acta Baltica '94. - Kaunas, Aesti, 1997, 28.-32. lpp. (Achievements, Perspectives and Actual Problems in Toponymy at the Department of Geography, University of Latvia).

Goba Z. Latvijas ģeogrāfisko nosaukumu vārdnīcas, to sastādīšanas principi, saturs un uzbūve. // Latvijas Vēstures institūta žurnāls 1997, Nr.1. - R., Latvijas Vēstures institūta apgāds, 1997., 108.-134. lpp. (Dictionaries of the Place-Names of Latvia, the Priciples of Compiling them, Contents and Structure).

Kavacs J. Compiling and publishing of state topographic maps of Latvia 1921-1940.// Old maps of Baltic, 15th international simposium, 6-9 October 1996. - Riga, 1996. 54-56 p.p.

Kavacs J. Latvijas teritorijā veiktie liela mēroga uzmērījumi un kartogrāfijas darbi 17. - 20. gadsimtā // Latvijas Vēstures institūta žurnāls, 1994., Nr. 4 (13), 77.-93. lpp. (Large Scale Map Making in Latvia and the Pecularities of Place Names Registration).

Kovaļevska O. Vietvārdi Krāslavas rajona Piedaugavas pagastos un Šilovas-Vitebskas posmā. // Daugavas Raksti. No Koškovciem līdz Daugavpilij. - R., 1996., 89.-103. lpp. (Place Names Near the Daugava in Krāslava District and Span Schilovo - Vitebsk).

Laumane B. Zeme, jūra, zvejvietas: Zvejniecības leksika Latvijas piekrastē. - Rīga, Zinātne, 1996. (Land, See, Fisching places: Lexik of Fisching at Latvia Sea Shore)

Leikuma L. Dialektismi rakstu valodas bagātināšanai. // Baltu filoloģija IV. - R., 1994., 19.-26. lpp. (Dialectal Forms as Enrichers of Standard Language).

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REPORTS BY DIVISIONS AND GOVERNMENTS ON THE SITUATION IN THEIR REGIONS AND COUNTRIES AND ON THE PROGRESS MADE IN THE STANDARDIZATION OF GEOGRAPHICAL NAMES SINCE THE SIXTH CONFERENCE

Report of the Czech Republic

Paper submitted by the Czech Republic**

* E/CONF.91/1.

** Prepared by Mr. Pavel Boháč, Commission for Geographical Names, Czech Office for Surveying, Mapping and Cadastre, Prague.

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The national standardization of geographical names in the Czech Republic is carried out by the Ministry of Interior, by the Ministry of Regional Development, by the Czech Office for Surveying, Mapping and Cadastre (COSMAC) and by the Cadastral Offices. The authorised names are the result of the standardization. The names are being standardized on the basis of literal language with regard to the locally used variant and only in Czech. The English written publication Toponymic Guidelines of the Czech Republic which was published in 1997 by the COSMAC should make the orientation in the Czech toponymy easy to the persons interested in it.

The State Map Series indicate the standardized geographical names on the territory of the Czech Republic. In the cader of the Basic Maps of the Czech Republic, the Basic Map 1:10 000 is the most determinative. The toponymy of 99% of 4 573 sheets of this map was standardized during the last 25 years.

Smce 1994 the digital Fundamental Base of Geographic Data (so called ZABAGED) created as a part of the state informational system has been worked on in the competence of the COSMAC which has entrusted Land Survey Office with the responsibility to administer the ZABAGED. Smce 1997 the descriptive data of the List of the Geographical Names used in the Basic Map of the Czech Republic 1:10 000 have been inserted into the spatial database called GEONAME.

The standardized place names of the Czech Republic have been published in the Statistic List of Municipalities. The selected names are published in collection of geographic names publications called „UNO Gazetteers of Geographical Names". In 1996 the 1st edition of the gazetteer Major Geomorphological Units of the Czech Republic has been issued.

The Czech Republic plans to publish a Czech version of the Glossary of Toponymic Terminology after the definitive form of the Glossary is finished by Working Group on Toponymic Terminology and issued by the United Nations Group of Experts on Geographical Names.

In principle the Czech Republic respects the preference of endonyms. The world-wide recommended tendency to reduce the using of exonyms has prevailed at first in the names of settlements.

The way of romanization of non-Roman scripts in the Czech Republic usually complies with recommendations of United Nations Conferences on the Standardization of Geographical Names, although older phonetic romanization systems of some of non-Roman scripts (Chinese, Arabic, Russian) are used as well.

The 3rd edition of the publication The Names of the States and their Territorial Parts was published in the Czech Republic in 1993. Among others it contents current names of all countries of the world in Czech and world languages and the country names in offical form in Czech and original languages.

Smce the last UN Conference on the Standardization of Geographical Names the Czech Republic has regularly participated at the meetings of the UN East Central and South-East Europe regional Division and at the sessions of the UN Group of Experts on Geographical Names.

National standardization of geographical names 1993-1997

Office treatment of names and administrative structure of national names authorities

In connection with the division of the previous Czech and Slovak Federal Republic and the constitution of the independent Czech Republic a number of legal acts concerning the national standardization of geographical names were adopted in the Czech Republic during the years 1992 - 1996. The national standardization of the non-settlement names and the names of the cadastral districts is carried out by the Czech Office for Surveying, Mapping and Cadastre (COSMAC) as the central body of the state administration and by the Cadastral Offices as the territorial bodies of the state administration in the field of geodesy, cartography and cadastre in accordance with the Act No. 359/1992 Coll., on Surveying Mapping and Cadastral Bodies as amended by following legislation. The national standardization of the names of the basic spatial units, i.e. the names of municipalities and their parts is carried out by the Ministry of Interior of the Czech Republic in accordance with the Act No. 367/1990 Coll. The standardization of the names of the basic settlement units, i.e. the names of the spatial units for settlement planning is carried out by the Ministry of Regional Development. The names of the districts (counties), municipalities, parts of the municipalities, basic settlement units, cadastral districts, streets and other public spaces in the settlements represent the spatial identifiers in the Standard of the State Information System (SIS) as well. This standard was adopted in 1993.

It is declared by the Act No. 200/1994 Coll., on Surveying and Mapping that the standardization of the names of non-settlement geographical features on the territory of the Czech Republic and the names of settlement and non-settlement geographical features on the other territories as well as the administration of the respective information systems are the surveying and mapping activities carried out in the public interest. The process of standardization of geographical names on the Basic Maps of the Czech Republic is detailly regulated by the Decree of the COSMAC No. 31/1995 Coll. which applies out the Act No. 200/1994 Coll. The subjects of standardization regulated by the cited Decree are as follows: non-settlement names on the territory of the Czech Republic in the scale of the state map series 1 : 10 000, Czech equivalents of the names on the other territories and historical variants of these names. The COSMAC carries out the standardization as one of its functions. The proposals for standardization are being passed to the Commission for Geographic Names which acts as an advisory body of the said office. The activity in the field of standardization and the inner regulation of the said commission has been specified by the new statutes, which came into effect on the 1st April, 1997.

The Decree of the COSMAC No. 190/1996 Coll. which applies out the Acts No. 265/1992 Coll. and No. 344/1992 Coll. as amended by following legislation regulates the process of the geographic names standardization of the geographical features which are described only on the maps of a scales larger than 1:10 000, namely on the cadastral maps. The authorised names obligatory used in the production of the Czech State Map Series are the result of this process. The proposed names are being standardized on the basis of literal language with regard to the locally used variant and only in Czech. The national minorities do not inhabit a certain area in such dense concentration that it would be necessary to standardize the respective geographical names also in the language of relevant minority.

Toponymic guidelines for map and other editors

The English written publication Toponymic Guidelines of the Czech Republic which was published in 1997 by the COSMAC should make the orientation in the Czech toponymy easy to the persons interested in it. The guideline includes the following: language and orthography of Czech geographical names, geographic names authority and standardization of geographical names, geographic data media, glossary of designations and generic terms on State Map Series,abbreviations on state map series and administrative division of the Czech Republic.

Toponymic data files

Data collection procedures

The State Map Series indicate the standardized geographical names on the territory of the Czech Republic. In the cader of the Basic Maps of the Czech Republic, the Basic Map 1:10 000 is the most determinative. The toponymy of 99% of 4 573 sheets of this map was standardized during the last 25 years. The final form of the standardized names was influenced by the standpoints of locally competent municipal and cadastral offices. The proposals of names which were to be used in the State Map Series went through the secretariat of the Commission for Geographic Names of the COSMAC or its predecessors in order to be adjusted for subsequent approval.

Data Elements Required

The elaborate List of the Geographical Names used in the Basic Map of the Czech Republic 1:10 000 represents the result of the standardization process.

Each entry in the List contains the following :

(i) the full form of the standardized name (name used in the map),

(ii) non-standardized variants of the name,

(iii) the short description of the named object,

(iv) its localization on the map (the names of the municipality and the cadastral district, the designation of the map sheet).

Automated data processing systems

Since 1994 the digital Fundamental Base of Geographic Data (so called ZABAGED) created as a part of the state informational system using the technology of the Geographical Information System (GIS) has been worked on in the competence of the COSMAC. The aim of ZABAGED as a combination of space and description data is to create a topological vector-database of spatial oriented information systems. Space data in ZABAGED are stated in the national geodetic reference system, called S-JTSK, in the scope relating to the scale of 1:1O OOO. Within the present time the digital cartographic raster-data base of the Czech Republic including the standardized geographical names - so called ZABAGED/2 has been finished and the process of the topologic vector-data base model formation - so called ZABAGED/1 is being accelerated by means of vectorization programmes in the environment of Intergraph MGE. Since 1997 the descriptive data of the List of the Geographical Names used in the Basic Map of the Czech Republic 1:10 000 have been inserted into the spatial database called GEONAME. The data are formed in tables of relational database ORACLE. The special system ORBIS puts a connection with the combined data of ZABAGED into practice. The space data are exported in the vector format DGN or DXF, the description data are exported in the table form of ASCII files. Owing to the used coordinate system and the scale therein the prospective connection between geographical data and future digital real estate register of the Czech Republic could be attained. In the future ZABAGED may serve as information base for the production of basic and thematic state maps of middle and small scales. The COSMAC entrusted Land Survey Office with the responsibility to administer the ZABAGED.

National gazetteers

The standardized place names of the Czech Republic have been published in the Statistic List of Municipalities by the Czech Statistical Office and by the Ministry of Interior of the Czech Republic in 1994. The changes in the Czech toponymy are inserted into the Central Bulletin of the Czech Republic (municipality names) and the Bulletin of the Czech Office for Surveying Mapping and Cadastre (cadastral district names). Moreover the selected names are published by the COSMAC in collection of geographic names publications called „UNO Gazetteers of Geographical Names". In 1996 the 1st edition of the gazetteer Major Geomorphological Units of the Czech Republic has been issued. It contains the list of the names of the Czech major geomorphological units with their highest points of elevation classified according to the taxonomical system, including the map in the scale of 1:500 000 with the demarcation. The gazetteer gives the basic principles for using these names in foreign texts and relevant English, French, German, Russian and Spanish exonyms provided they are existing.

Terminology in the standardization of geographical names

The Czech Republic plans to publish a Czech version of the Glossary of Toponymic Terminology after the definitive form of the Glossary is finished by Working Group on Toponymic Terminology and issued by the United Nations Group of Experts on Geographical Names.

Exonyms

In principle the Czech Republic respects the preference of endonyms namely in the cartographic production. Using of the Czech exonyms is regulated by the relevant recommendations of UN Conferences on the standardization of geographical names. The exonyms are stated in the brakets behind the endonyms, for example Beijing (Peking), Dimashq (Damašek), München (Mnichov), Thames (Temže), Huang He (Žlutá řeka), Rocky Mountains (Skalnaté hory). Along with endonyms, the exonyms are referred to within the necessary extent in the cartographic production intended for the schools. Besides in the form of an exonym the names of states, continents and large natural units (choronyms) are used on the maps edited in the Czech Republic as well as the names of large geographical features, rivers and water areas which are spreaded into several countries, and finally the names of oceans, seas and other objects which are beyond the sovereignty of a respective state. The world-wide recommended tendency to reduce the using of exonyms has prevailed at first in the names of settlements. This tendency is assisted by a process of natural decrease of some exonyms in the Czech language. Czech exonyms Pětikostelí (Pécs), Varadín (Oradea), Celovec (Klagenfurt), Lehnice (Legnica), Brunšvik (Braunschweig) and some others can be mentioned as an example. Step by step, their occurrence in the spoken language is decreasing. At the same time we must point out that the constituation of new official names on the territory of former Soviet Union causes that the types of names like Charkov (Kharkiv), Krivoj Rog (Kryvyi Rih), Baku (Baki), Alma-Ata (Almaty) are de facto becoming the new Czech exonyms. The provisional list of the Czech exonyms called The List of Current Czech Geographic Proper Names published in 1981 is therefore out-of-dated by now and its modernization is being prepared at present.

Romanization

The Czech Republic respects the romanization systems of non-Roman scripts that were recommended to be used by United Nations Conferences on the Standardization of Geographical Names. The way of romanization of non-Roman scripts in the Czech Republic usually complies with these recommendations, although older phonetic romanization systems of some of non-Roman scripts (Chinese, Arabic, Russian) are used as well. The existence of non-Roman scripts commonly

used by the transliteration/ /transcription systems which are not internationally recommended causes the problems in the Czech Republic. Such imperfection is primarily connected with the romanization of Ukrainian and Belarusian Cyrillic.

Country names

The 3rd edition of the publication The Names of the States and their Territorial Parts was published in the Czech Republic in 1993. It contents the list of the standardized Czech current names of all countries of the world, relevant current names in English, French, German, Russian and Spanish, the country names in official form in Czech and original languages, the names and coordinates of their capitals and Czech and official names of the member state of the federations. The map of the world in scale of 1 : 4O OOO and other partial maps for federal states are attached. Compared with the foregoing editions the text was amplified e.g. the names of the territorial parts of federal states capitals were added.

Meetings and conferences

Since the last UN Conference on the Standardization of Geographical Names the Czech Republic has regularly participated at the meetings of the UN East, Central and South-East Europe linguistic/geographical Division and at the sessions of the UN Group of Experts on Geographical Names. The 12th (in 1993), 13th (in 1996) and 14th (in 1997) meetings of the regional Division were held in Budapest, the 17th session of the UN Group of Experts was held in New York (in 1994) and the 18th session in Geneva (in 1996). The Czech Republic also took part at the international Symposium on Geographical Names which was held in Vienna (Austria) in 1996.

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REPORTS BY DIVISIONS AND GOVERNMENTS ON THE SITUATION IN THEIR REGIONS AND COUNTRIES AND ON THE PROGRESS MADE IN THE STANDARDIZATION OF GEOGRAPHICAL NAMES SINCE THE SIXTH CONFERENCE

Report of Ukraine

Paper submitted by Ukraine**

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* E/CONF.91/1.

** Prepared by the National Council of Ukraine on Geographical Names.

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In September 1993 the National Council on geographical names under the Cabinet of Ministers of Ukraine was established.
The functions of the Council consist in coordination of the activities on standardization of geographical names in the country.
With the assistance of the National Council were elaborated:

- a draft of the Law "On geographical names in Ukraine" which is to be adopted by the Parliament of Ukraine in 1998
- a series of guidelines and glossaries for cartographers who compile maps and atlases: "Provisional rules on collecting geographical names for topographic maps"; glossaries of geographical names "Australia and Oceania", "South and Central America", "Africa", "Names of States and territories of the world"
- "The rules on transcription of Ukrainian alphabet by Roman letters (Ukrainian latynytsia)" which are to be adopted by the Government of Ukraine at the end of 1997
- an historical-geographical expedition of pupils "Microtoponyms of Ukraine" was organized and in course of the first and second stages of the expedition 8470 microtoponyms have been collected; the expedition is to be completed to the end of 1997
- a series of national and international conferences and seminars on geographical names were carried out during 1995-1997 (May 1995, October-November 1995, October 1997)
- works began on formation of geographical names register of Ukraine as applied to the topographic map scale 1:100 000.

National Standardization of Geographical Names (field collection and office processing)

Collection and processing of geographical names is carried out in accordance with "Temporary Rules of Geographical Names Collection for Topographic Maps".
Finally this problem will be solved after adoption of the Law of Ukraine "About Geographical Names". The draft of the Law was elaborated and submitted to several ministries and authorities of Ukraine for approval.

Toponymic Guidelines for Cartographic and Other Publishing Houses

"Temporary Rules of Geographical Names Collection for Topographic Maps" were elaborated and implemented.
"The Rules of Geographical Names Writing on Topographic Maps Published in Ukrainian and Foreign Languages" are being worked out.

The guidelines were compiled on transcription in Ukrainian of geographical names on the territories of Belarus, Lithuania, Russia, Poland, Hungary, Chezh Republic, Slovakia, France, Sweden, Romania and Moldova, as well as on transcription of geographic names on the territories of English, German and Spanish speaking countries.

Toponymic Data Files and Gazetteers

Glossaries of Geographical Names "Australia and Oceania", "South and Central America", "Africa" have been made in Ukraine (for using on school maps).
The creation of National Register of Geographical Names of Ukraine on the base of the topographic map scale 1:100 000 is carried out.
Glossaries "Adjective forms of Geographical Names in Ukraine" and "Lost and Renamed Settlements in Ukraine During Last 50 years" are prepared for publication.

Romanization Systems

"The Rules on Transcription of Ukrainian Alphabet by Roman Letters (Ukrainian "latynytsia") will be submitted to the Government of Ukraine for adoption in the variant, which was presented on the 18th Session of United Nations Experts Group on Geographical Names in Geneva (12-13 August, 1996), according to the remarks made by UNO experts.

Country Names

Glossary "Names of Countries and Territories of the World" was prepared. The geographical names are given in Ukrainian and in the official language of the corresponding country.

Exonyms

There is no unified list of exonyms in Ukraine. Some exonyms are given in guidelines on the Ukrainian transcription of foreign geographical names and in the glossary "Names of Countries and Territories of the World".

Other Information

On 23 September 1993 Decree N 783 "On Creation of the National Council on Geographical Names" by the Cabinet of Ministers of Ukraine was adopted.

On 16-20 May 1995 a seminar on toponymics was held in Kyiv. It was carried on by National Council on Geographical Names together with American experts Rendall Flynn and Herd Quinting. The representatives of Ukraine, Russia, Armenia, Uzbekistan, Kurgyz Republic were present at the seminar.
On 30 October - 3 November 1995 All-Ukrainian scientific conference on the subject of "Creation of National Database of Geographical Names" was organized in Kyiv. 75 experts took part in this conference.
On 1-3 October 1997 in Dnipropetrovs'k the 7th All-Ukrainian Onomastic Conference was held.
Under the guidance of the National Council on Geographical Names and the Ministry of Education in 1995-1996 the 1st and 2nd stages of All-Ukrainian historical-geographical expedition of pupils "Microtoponyms of Ukraine" were performed. During the first stage of this expedition 2670 microtoponyms were collected, during the second stage - 5800 microtoponyms. The third stage of this expedition will be carried out in 1997.
The Law of Ukraine "About Geographical Names" was elaborated in 1997. It will be submitted for adoption at the end of 1997.

Conclusion

1. During a short period in Ukraine the base was created of the system of using geographical names in accordance with the UNO norms and rules.
2. Activities of the National Council of Geographical Names organized on voluntary basis proved to ineffective.
3. It would be expedient to establish in Ukraine a constant functioning organ dealing with geographical names; such an organ is foreseen in the above mentioned draft of the Law "On Geographical Names in Ukraine".

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Report of Slovenia

Paper submitted by Slovenia**

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* E/CONF.91/1.

** Prepared by Ema Pogorelčnik, Surveying and Mapping Authority of the Republic of Slovenia, Ljubljana, and Milan Orožen Adamič, Scientific Research Centre of the Slovene Academy of Sciences and Arts, Anton Melik Institute of Geography, Ljubljana.

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Agenda item 5: National standardization (field collection and office treatment of names, institutions, multilingual areas)

5 ((a,b)): Field collection and office treatment of names

The main source for standardization of geographical names in Slovenia is a digital Register of Geographical names. Names are collecting from basic topographic maps in scale 1:5 000, 1:10 000 and topographic maps in scale 1:25 000.

5 (c): Treatment of names in multilingual areas

For border regions in Italy, Austria, and Hungary we used national 1:25 000 scale maps and carefully adopted the names on them in cooperation with local experts. In brackets we added the second Slovene name if there was one. In cases where the map covers officially bilingual territory as in Slovene Istria, Prekmurje, and partly Carinthia in Austria, the Slovene and foreign variations of the name is divided by a slash (/), for example, Koper/Capodistria (SLO), Lendava/Lendva (SLO), and Ferlach/Borovlje (A). A large part of these territories is autochthonously inhabited by Slovene populations. Overall this was an extremely difficult task, and our work, of course, drew on the most diverse sources in addition to maps. We believe it would be ideal in future for individual countries to exchange information on nomenclature in border regions. We are sure that this would be to the benefit of both sides.

5 ((d)): Administrative structure of national names authorities: The Commission for the Standardization of Geographical Names

In 1986, on the initiative of Surveying and Mapping Authority of the Republic of Slovenia and the Geographical Society, the Executive Council of Slovenia appointed a Commission for the Standardization of Geographical Names. The Government of the Republic of Slovenia reappointed in 1995 the Commission for Standardization of Geographical Names.

5 ((e)): Toponymic guidelines for map and other editors:

Toponymic Guide for Slovenia

At the initiative of the Surveying and Mapping Authority of the Republic of Slovenia, the Toponymic Guide for Slovenia was elaborated in 1995 and published it in Slovene and English language.

The content is arranged under the following main headings: population, official languages, the Slovene alphabet, Slovene dialects, rules of writing geographical names, nomenclature bodies and the standardization of geographical names, toponymic sources, dictionary of general names, adjectives, and descriptive marks on maps, abbreviations on maps, and the administrative division of Slovenia.

Gazetteer

In 1997 the Commission for the Standardization of Geographical Names has in its program the partial publication of the Gazetteer which will contain undisputed names of settlements.

Agenda item 6: Toponymic Data Files: Register of Geographical Names (RGN)

Slovenia has around 200,000 geographical names which appear in various sources. The current situation (unstandardized geographical names scattered throughout different sources) causes considerable confusion, errors in various maps and data bases, and communication problems. The intention of establishing the RGN is to overcome these problems and ensure uniform information in the field of geographical names.

At the end of 1992, the Surveying and Mapping Authority of the Republic of Slovenia began the project of preparing technological bases for the establishment of the RGN. The project was concluded at the end of 1993 and later supplemented with elaboration of suitable fonts. The basic concept of the register is represent by two data bases: the first is a descriptive or relation base elaborated using Oracle containing individual geographical names in their official form; the second is a graphical-descriptive data base elaborated using Arc/Info that contains individual geographical names in exactly the form they appear in the source. Both data bases are compatible and connectable through identifiers for the geographical names.

Establishing the register of geographical names runs in parallel with the upgrading of the basic 1:5 000 and 1:10 000 scale topographic maps and 1:25 000 scale national topographic maps. Between 1993 and 1997, 30% sheets of the basic 1:5 000 and 1:10 000 scale topographic maps were processed and also all sheets of 1:25 000 scale national topographic maps. In the 1997 and 1998 we intend to modernize the concept of RGN.

Geographical names appearing in the source material are not standardized. The names taken from 1:25 000 scale national topographic maps are inspected and checked by a work group of the Commission for the Standardization of Geographical Names with the goal of preparing professional data bases for the process of standardization of these names. The inspected names represent the source for the upgrading of the 1:25 000 scale national topographic maps.

Agenda item 7: Terminology in the standardization of geographical names: Dictionary of Toponymic Terminology

Along with the Toponymic Guide for Slovenia, the Dictionary of Toponymic Terminology was also prepared and published.

The Dictionary includes Slovene translations of English terms, Slovene synonyms, the original English terms with synonyms, and the translated definition of the terms with additional practical examples. The Dictionary is also intended for cartographers, geodesists, and geographers.

Agenda item 10: Exonyms: The Use of Foreign Geographical Names in Slovenia

In Slovenia we use about 1400 foreing geographical names. Among the Slovene public a relatively lively discussion was developed on this topic. On the one side is the group which believes that the number of translated names should be higher. On the other side was the conception of a relatively small but ever-increasing group, mostly of experts (geographers, geodesists) who are persistently striving for the reverse principle of only a modest amount of translations or Slovenization of geographical names. The Slovene version must be written in a way that is clearly understandable. The Slovene form of the name must be in brackets or written in smaller, different typography. Because that we decided that one of our first tasks would be to make a Slovene gazetteer of foreign names.

Agenda item 12: Writing systems and guides to pronunciation

12 (a) Romanization Systems

In Slovenia there is no serious problems with romanization, because only three special characters are used (Č, Š, Ž). Cyrilic or other non roman system are not in use.

Agenda item 13: Toponymic websites

In 1997 we made website about the Commission for the standardization of geographical names.

Home page address: http://www.sigov.si/kszi/

Agenda item 16: Country Names: A Slovene Standard for Names of Countries

In Slovenia discussion has dragged on for about ten years on how to write the names of certain countries. Therefore, the Commission for the Standardization of Geographical Names prepared a document on 195 names of countries. The basis for the preparation of this document was the ISO-3166 standard.

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Report of South Africa

Paper submitted by South Africa**

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* E/CONF.91/1.

** Prepared by Mr. Peter E. Raper and Lucie A. Moeller, Pretoria.

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National geographical names authority

After the election in April 1994 of a government of national unity, the number of provinces was increased from four to nine, and the number of official languages from two to eleven. This will obviously have implications for geographical name standardization. The national names authority of South Africa, the National Place Names Committee (NPNC), held its regular meetings three times a year. In addition, two advisory committees were formed, one to revise the names of State water schemes, and one on the names of international airports. A working forum was appointed to make recommendations to enhance the South African National Place Names Committee in accordance with United Nations recommendations and international practice. The report of the working forum is currently under government scrutiny.

National gazetteer

In pursuance of resolution 35 of the Second United Nations Conference on the Standardization of Geographical Names, a Concise Gazetteer of South Africa was prepared by Peter E. Raper and L. A. Moeller and published in 1994. The first volume of the national gazetteer of South Africa, that of the Western Cape Province, has been completed by the Directorate of Surveys and Mapping and is in press.

Toponymic training

Five United Nations training courses have been held in Pretoria, with participants from Botswana, Lesotho, Mozambique, Namibia, Oman, South Africa, Swaziland and Zambia. Lecturers were from Canada, Israel, the Netherlands, South Africa and the United States of America.

Toponymic Guidelines

Toponymic Guidelines for Map and Other Editors for South Africa (fourth edition) are being prepared by Dr. B. A. Meiring (University of South Africa).

Other publications

In pursuance of recommendations of the seventeenth session of the United Nations Group of Experts on Geographical Names (UNGEGN), relevant documents were compiled and edited under the title United Nations Documents on Geographical Names by the Chairman of UNGEGN, Peter E. Raper.

An article on UNGEGN was published in Names Studies: An International Handbook of Onomastics, vol. 1 (Berlin and New York, Walter de Gruyter, 1995).

With a view to publicizing relevant United Nations resolutions and the work of UNGEGN, a report on the seventeenth session of UNGEGN was published in Nomina Africana, the journal of the Names Society of Southern Africa, as well as in the Ehrensperger Report of the American Names Society.

A report entitled "Criteria for proposed names changes", was compiled by L. A. Moeller. Specifically designed to encourage implementation of United

Nations resolutions, it was provided to the advisory committees of government departments, provincial legislatures, transitional local councils, municipalities and other authorities concerned with geographical names at national, regional and local levels.

The publication entitled Changing Place Names by E. R. Jenkins, P. E. Raper and L. A. Moeller (Durban, Indicator Press, 1996), also highlights United Nations resolutions and the work of UNGEGN.

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Report on the standardization of geographical names, its status and progress, 1992-1997

Paper submitted by Poland**

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* E/CONF.91/1.

** Prepared by Izabella Krauze-Tomczyk, Head Office of Geodesy and Cartography, and Jerzy Kondracki, Warsaw University.

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The following organizational changes occurred in the field of standardization of geographical names:

- The Commission for Establishing Names of Localities and Physiographic Objects, affiliated to the Council of Ministers Office was re-organized and moved to the Ministry of the Interior and Administration.
- The Head Office of Geodesy and Cartography was re-activated on January 1st, 1997; the Office is to supervise all activities related to onomastics, including the Commission for Standardization of Geographical Names Outside Poland.

Geographical names are being collected by topographers in the course of field surveys for maps at the scale 1:10 000. A short gazetteer was published in 1991. It comprised about 30 000 geographical names existing on 1:500 000 maps. In Poland it is obligatory to use geographical names in the national language. The Polish Toponymic Guidelines were published in English in 1993 (item 5).

Data Base of Geographical Names, shown on 1:10 000 maps, is being assembled at the Head Office of Geodesy and Cartography (item 6).

Commission for Standardization of Geographical Names Outside Poland prepared about 6000 Polish exonyms. The list of these exonyms was published in four parts by the State Geodetic and Cartographic Service (item !0). The Commission prepared also a new List of Names of Countries of the World (item 16).

So far, no official organ in Poland is responsible for matters related to the standardization of geographical names. However, as previously reported for the years 1987 - 1992, there are two commissions, which deal with establishing geographical names: Commission for Establishing Names of Localities and Physiographic Objects within Poland and Commission for Standardization of Geographical Names Outside Poland dealing with world onomastics.

In 1997, due to the re-organization of central state administration, the Commission for Establishing Names of Localities and Physiographic Objects, affiliated to the Council of Ministers Office, was allocated to the Ministry of the Interior and Administration (Instruction No 26, of May 15, 1997). The Commission consists of 16 members - linguists, geographers, cartographers and representatives of the Polish

Academy of Sciences, Topographic Service of the Polish Army, Central Statistical Office. The Commission issues opinions concerning establishing, confirming or altering the spelling of names of localities and physiographic objects, opinions regarding setting-up and changing of the classification of physiographic objects and regarding the correctness of spelling and pronunciation of names of localities and physiographic objects used in publications.

The Commission for Standardization of Geographical Names Outside Poland* is still affiliated to the Ministry of National Education and is composed of the members appointed on October 11, 1987. Since the re-activation of the Head Office of Geodesy and Cartography January 1, 1997, the intention is to move the Commission to that Office in 1998, to appoint new members and to organize, within the Office, a special section coordinating all matters related to geographical names.

In the years 1992-1997, the activities of the Commission for Establishing Names of Localities and Physiographic Objects were concentrated on verifying and changing names of localities for the Official List of Names of Localities of the Republic of Poland (first three volumes, published in 1980 - 1982, contain about 100 000 names). During the reporting period the Commission held 18 meetings. The approved names were published in *Monitor Polski*, the Official Journal of the Republic of Poland (*No 79* - Instruction of December 11, 1996, on establishing and changing names of some localities). These changes relate to 683 names. According to Polish regulations, a proposal to change a name of a locality may be submitted by inhabitants of this locality. Such a proposal has to be supported by at least half of the inhabitants with voting rights.. Next the proposal has to be endorsed by the chief administrator of the region and by voivode. The Commission considers the proposal into only after its submission by voivode. Historical data, conformity with linguistic standards, national and religious factors are taken into account. Following the acceptance by the Commission, the proposal concerning change of the name is approved by the Head of the Office of Council of Ministers (since 1997 by the Minister of the Interior and Administration); the decision becomes effective after its publication in the *Monitor Polski*.

The Commission for Standardization of Geographical Names Outside Poland held 11 meetings during the reporting period; it prepared about 6000 Polish exonyms with special emphasis on the neighbouring territories populated with large Polish minorities. A new, updated List of Names of Countries of the World was published in 1997; it comprises full and abbreviated names in local language , full and abbreviated Polish versions, names of capitals and derived attributes.

The State Geodetic and Cartographic Service published the results of the Commission's work under the title: " Polish Geographical Names of the World" in four parts:

Part I - Europe (excluding Eastern Europe), 1994, 91 pages;
Part II - Eastern Europe and Asia, 1996, 243 pages;
Part III - Africa, North America, South America, Australia and Oceania, Antarctica, 1994, 118 pages;
Part IV - Oceans and seas, 1994, 22 pages.

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In 1993, work entitled: "The Polish Toponymic Guidelines" was published in English (28 pages). Both publications were presented in Geneva in 1996 during the 18th Session of the Group of the UN Experts (UNGEGN).

Work on the standardization of geographical names has also been done within the State Geodetic and Cartographic Service and (since 1997) by the Head Office of Geodesy and Cartography. The Head Office has initiated and is contributing to the financing of several projects resulting from UN recommendations on standardization of geographical names. In particular, the Office commissioned the establishing of the Database of Geographical Names within its Main Centre of Geodetic and Cartographic Documentation. The work started in 1995; the database will be made available to all users who may need updated information on geographical names. Verified names will be used for preparing the detailed gazetteer for Poland. The shortened version of the gazetteer: "Geographical Names of the Republic of Poland", comprising about 30 000 names of localities and physiographic objects, issued in 1991 by the State Geodetic and Cartographic Service, was presented in 1992 at the 6th UN Conference on Standardization of Geographical Names and was positively evaluated.

Polish experts participated in the meetings of the UN Regional Sections for Central-Eastern Europe and for South-Eastern Europe, held in 1993, 1996 and 1997 in Budapest - 3 persons in each meeting. Two experts took part in the 18th UNGEGN Session in Geneva. Moreover, Polish observers participated in the meeting of the UN Regional Section for Eastern Europe, Central and South Asia in Moscow in 1996 and in the meeting of the UN Regional Baltic Section. One person attended toponymic course in Riga in 1997. Reports from all these meetings, as well as from the 6th and 7th UN Conference were published in the "Polish Cartographic Review".

In May 1993, the State Geodetic and Cartographic Service, together with Cartographic Section of the Committee of Geodesy of the Polish Academy of Sciences, organized a seminar under the heading "Collection of local names for land information system". The urgent need for instructions concerning collection of geographical names in the form of toponymic guidelines was expressed in the course of this seminar. Such guidelines would also be helpful to topographers, who update topographic maps.

In order to popularize the UN idea of standardization of geographical names, a seminar on this topic was held in March 1997 at the Cartography Department of the Warsaw University.

A special session: "Database of geographical names as an element of editing topographic maps" was held during the Cartography School, organized by Cartographic Commission of the Polish Geographic Society in 1994.

Setting-up of a special section at the Head Office of Geodesy and Cartography coordinating all matters related to geographical names is planned for 1998.

We plan to speed up works on setting-up Database of Geographical Names based on topographic 1:10 000 maps, for gazetteer purposes. In 1998, we are planning to begin work on a new issue of the "Polish Geographical Names of the World" with supplement, which will include a list of Polish historical exonyms.

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ON THE STANDARDIZATION OF
GEOGRAPHICAL NAMES
New York, 13-22 January 1998
Item 6 (b) of the provisional agenda*

TOPONYMIC DATA FILES: DATA ELEMENTS REQUIRED

Database of Geographical Names in Poland

Paper submitted by Poland**

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* E/CONF.91/1.

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The aim of the Database of Geographical Names is to collect, store, organize and provide access to the geographical names of places in Poland and information related to them.

The database of names of localities and physiographic objects is located at the Main Centre of Geodetic and Cartographic Documentation, affiliated to the Head Office of Geodesy and Cartography in Warsaw. This database is accessible for all users who need information on geographical names. The work on the creation of the database commenced in 1995.

Collection of names and associated information is the main task of first phase of the work. Topographic 1:10 000 maps prepared by the State Geodetic and Cartographic Service constitute the main source of information on geographical names. At present, this is the most complete and up-to-date material in the country, enabling location of spatial data.

The second stage of the work includes correction and revision of the data collected from topographic maps through their comparison with lists of official names.

Types of information included in the database

I. Name - full name without abbreviations. If the name consists of several words and begins with a term describing type of object, (in the case of place-names e.g. settlement, forester's lodge; in the case of physiographic objects - lake, hill, stream), then the first part of the name describing type of object is placed at the end, after comma, for instance: *Dolnośląskie, Bory*. This is useful, since it facilitates the search. A name cannot exceed 50 characters.

II. Case ending for the possessive case - this has been included to guide the reader through the complexities of declension in the Polish language.

III. Colloquial name of object - rules for entering are similar to those for full name. It concerns localities and physiographic objects (in particular rivers), for which several different local names are given in various sources.

IV. Type of object - two categories of geographical objects have been distinguished, namely **localities** and **physiographic objects**.

V. Status of the name - information on whether the name is a formally accepted one.

VI. Source of spelling information - in form of a code, provided for both groups of objects, i.e. localities and physiographic objects, identifies the source of information on the spelling of a word.

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Space is also provided for various **remarks**.. During the first phase of work such remarks may concern inaccuracies found in the data collected from topographic maps or may provide more precise information on the type of object, e.g. whether a protected area is a meadow or a forest; whether there is a large amount of dilapidated buildings in a village etc.

For **localities** the following **additional** entries are planned:

a) Type of locality, i.e. town, village, district of a town, locality's administrative function.

b) Number of inhabitants is given with the accuracy to the nearest 10 inhabitants. The programme automatically selects one of 14 fonts designated to distinguish the size of a locality in accordance with rules for new edition of 1: 10 000 maps. When the precise number of inhabitants is not known, only a range is given.

c) Statistical code - allocating the place to a particular **administrative unit**. (In view of the likelihood of changes of administrative boundaries a possibility of updating has been provided). At present, the statistical code for localities consists of 12 digits: first two digits denote voivodship, next three the commune (gmina), the remaining digits denote the particular locality. Full names of administrative units are also given.

c) **Location of object** is given in geographical coordinates of the approximate centre of the locality with 1" accuracy. This data is entered directly from maps with the use of digitizer.

Three types of **additional** information will characterize **physiographic objects:**

a) **Type** of physiographic object, e.g. marsh, swamp, forest, etc. (40 categories in all)
b) **Territorial identification** - given by a string of symbols denoting voivodship and commune (gmina).
c) **Geographical location** - given with the accuracy of 1", same as for localities. Spatial objects will be characterized by coordinates of their centres, while canals and rives by the coordinates of their beginning and end. The coordinates of intersections of rivers and canals with the frames of 1:10 000 maps will also be given. When the source or mouth of a river is outside of Poland, the coordinates will correspond to the intersection of a channel with the boundary of Poland.

The data from about 5 500 map sheets in the scale of 1:10 000 has been already entered into the database. This constitutes approximately 72 000

geographical names. Four thousand map sheets covering central, south and south-eastern Poland are still being processed.

Types of information entered into the database of geographical names

No	Name of object	Ending of name possess. case	Col-loquial name	Type of object	Sta-tus	Number of popu-lation	Statis-tical code	Geogra-phical coordi-nates		Source of spelling informa-tion	Formalsta-tus of name
								Lat.	Lon.		
1	2	3	4	5	6	7	8	12	13	14	15

Examples of information printout:

Ciosaniec colloquial name:-; locality: village: name approved; number of inhabitants: 630; statistical code:-; voiv. (97) zielonogórskie; comm. (97681) Sława; No of unit: 97681
coordinates of centre of object: Lat.=51° 56' 52" Long.=16°02'08"
No remarks
No source of information
Ending of possessive case: -ńca

Czarny Las customary name:-; physiographic object: forest range; not approved name; voiv. (41) leszczyńskie; comm. (41629) Święciechowa; No of unit: 41629;
coordinates of centre of object:-;
Remarks: part of a forest
No source of information
Ending of possessive case: -ego -su